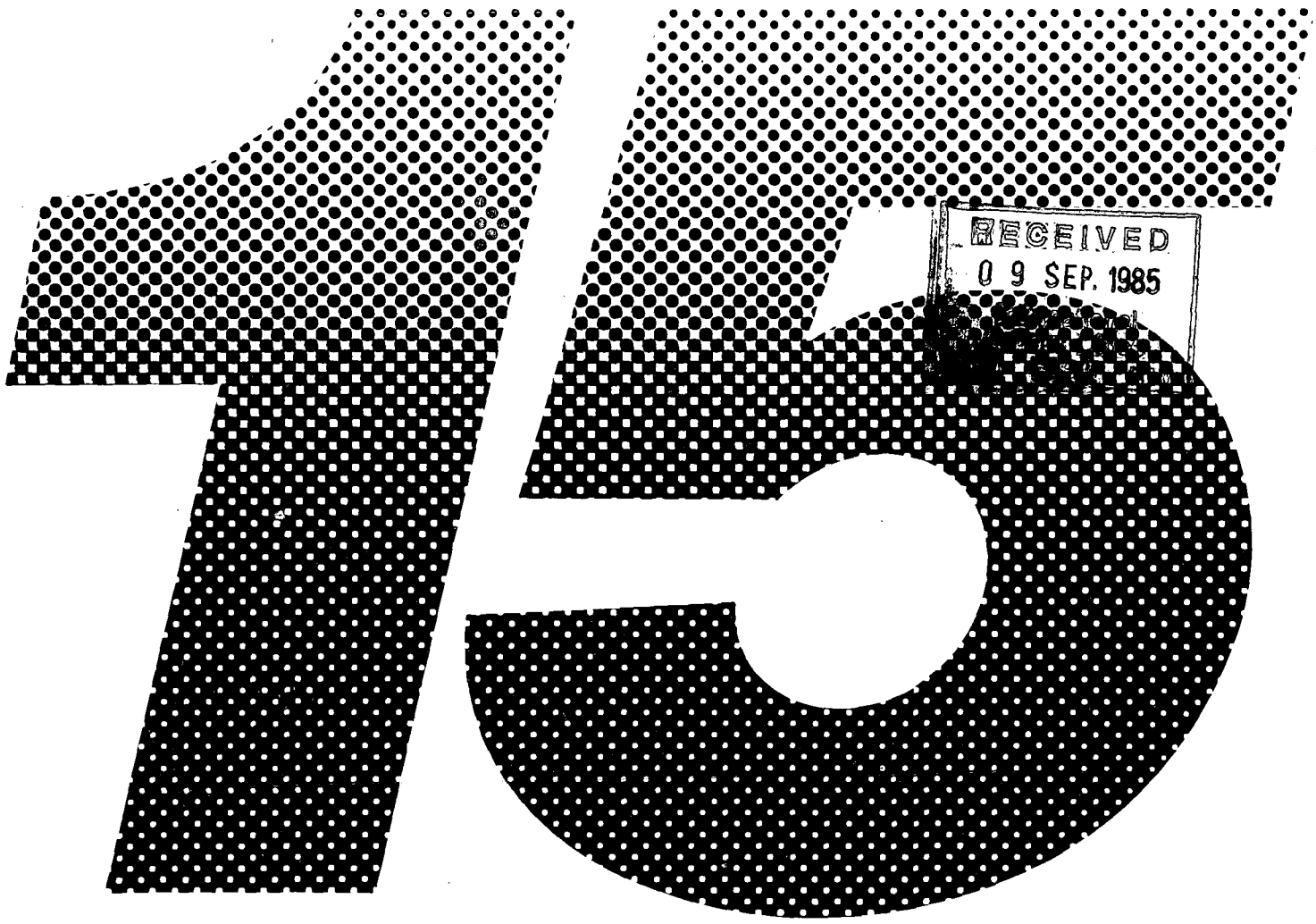
Equipment planning guide
for vocational and technical training and education programmes

Audiovisual, draughting, office, reproduction and other ancillary equipment and supplies

Second edition (revised) 1984



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FOREWORD

1. This second edition of Equipment Planning Guide no. 15 aims at bringing up-to-date and improving the content of the first edition with regard to latest technological developments.

2. The purpose of equipment planning guides is to provide guidance and help to:

- government departments and national institutions in the developing countries, national project directors, teachers, instructors, chief technical advisers, experts, consultants, etc., so that they may plan their equipment requirements with accuracy and speed and produce precisely definded technical specifications for equipment requests and workshop layouts;

- purchasers in developing and industrialised countries, with a view to simplifying procedures for international competitive bidding and placing orders;

- firms in developing and industrialised countries, to enable them to understand exactly what is needed when they receive invitations to tender;

- teachers and instructors everywhere, so that they may provide learners with technical specifications and information on the characteristics of items of equipment in the guide lists.

3. The text of this guide is in English. An alphabetical index of items titles included in the equipment lists is attached in English; numerical indexes are attached in English, French and Spanish. A French version of this guide is also available.

4. The terminology in this guide relates to commonly used expressions although definitions may vary from country to country. Wherever possible internationally recognised standards were applied. Metric definitions have been given priority over inch definitions.

5. This planning guide is the result of a collective effort. The authors are:

- S. Schoen, Chief of ILO's Technical Co-operation Equipment and Subcontracting Branch (EQUIPRO), who developed the conceptual, technical and editorial framework;

- V. Remesh, Senior Procurement Specialist (EQUIPRO), who undertook the technical evaluation of the content, the development and validation of texts and illustrations;

- J. Gottling, Procurement Specialist (EQUIPRO), who participated in the technical evaluation and in the proof-reading of texts;

- B. Andersson, Consultant appointed by the Swedish Export Council, who developed the graphical layouts, illustrations and some of the texts.

6. The authors recognise that their attempt to define and compile comprehensive equipment planning guides is a difficult and complex undertaking. The Technical Co-operation Equipment and Subcontracting Branch (EQUIPRO) at ILO Headquarters would be grateful therefore to the users for any comments and suggestions on how this guide could be further improved. The guide will be revised at intervals of about five years if the need arises.

7. While every care has been taken to ensure the accuracy of the technical data in this guide, the ILO and the authors cannot accept responsibility for any errors which may have occured. Specifications which are subject to change should be confirmed when placing orders with suppliers.

8. Subject to mutual agreement, users of this planning guide may also avail themselves of the experience, expertise and services which the ILO can render in planning, purchasing and delivering technical co-operation equipment. Enquiries should be addressed to:

Technical Co-operation Equipment
and Subcontracting Branch (EQUIPRO)
International Labour Office
CH-1211 Geneva 22 (Switzerland)

9. The ILO gratefully acknowledges the financial assistance of the Swedish Export Council which permitted the preparation of this guide.

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HOW TO PLAN EQUIPMENT REQUIREMENTS

1. When planning equipment for vocational and technical training and education programmes, it is important to provide a clear idea of the equipment and layout features desired. Equipment lists for workshop layouts need not be as detailed as purchasing requests but they should give the architect all the information he needs to design an effective layout and to provide safe and adequate operating space.

2. The responsibility for recommending equipment should be given to experienced instructors/educators who are directly involved in the relevant programme.

3. Cost should not be the primary criterion for selection. Function, design and after-sales service are the three most important considerations and others are durability, accuracy, versatility and low operating costs.

4. Functional equipment must be well-designed, safe and easy to use. It must be selected for its compatibility with and contribution to the training/education programme, to which it should form an essential complement, and it should have the capacity and degree of technical sophistication appropriate to the level of skills of those who will use it.

5. Incomplete or over-elaborate specifications in purchasing requests slow down the process and may result in late deliveries or the supply of inadequate, unnecessary or costly equipment. Requests should be carefully reviewed to ensure that equipment is in accordance with the needs of the particular programme.

6. To ensure fair competition, specifications should be so worded and detailed as to permit and encourage the widest possible market coverage. Specifications must be broad enough to allow several suppliers to submit bids whilst containing enough detail to indicate clearly the essential characteristics of each item. Such specifications enable the suppliers to understand particular requirements and to quote correctly.

7. Specifications should not list features which are not strictly necessary, otherwise certain suppliers might, quite wrongly, be discouraged from bidding or unnecessary expenditure might be incurred. It is, however, important to mention special requirements of local laws or conditions, such as tropicalisation and/or dust proofing, the system of weights and measures in use, etc.

8. In exceptional cases the programme may require equipment which is not readily available and will have to be specially made. In such cases, detailed descriptions and drawings should be provided in enough copies, depending on the type of equipment and the number of firms to be consulted. When the use to which an item of equipment is to be put is not made sufficiently clear by the mention of its name alone, it should be described fully in the equipment request.

9. It is essential that there should be an efficient inventory system on the spot, in which the records are kept of all equipment purchased. As new equipment is received it should be recorded immediately in the inventory, which should contain such information as:

(a) inventory number
(b) name or description
(c) serial number
(d) purchase order number
(e) cost
(f) supplier or manufacturer
(g) date of purchase
(h) location
(i) maintenance record

The information in the inventory will be useful when ordering replacement items and for accounting for annual maintenance costs. It will also indicate when maintenance is required more frequently than is normal, in which case it may be time to consider the purchase of new equipment.

HOW TO USE THE EQUIPMENT GUIDE LIST

1. The list of equipment in this guide consists of items commonly used in the respective subject areas of vocational and technical training and education programmes. As opposed to the other guides in this series, this guide does not distinguish between "basic" and "optional" items. It has also not been designed for a particular number of learners. To provide for a maximum degree of flexibility it has been left to the users of the list to complete, as necessary, the quantity column and to decide which items and quantities are required, taking into account local conditions, varying numbers of learners, different levels of training/education and the funds available.

2. For the sake of clarity and tc avoid problems when ordering, a numerical code is used to identify each item, the first group of figures indicating the revision (1) and the planning guide (15), the second the section and the third the individual item within a section. For example, the code for the first item in section 1 (Audio-visual Equipment and Supplies) is 115.1.1, and for the second item 115.1.2. Based on project requirements a similar numerical code should be used whenever equipment requests are prepared (see also chapter "Equipment Request (Model)").

3. All items in the list have neutral technical specifications so that they may be used for international competitive bidding.

4. The illustrations represent equipment similar to the items described.

5. In the beginning of each section a short description of its content is provided as well as some ideas and hints of how to use best the different items.

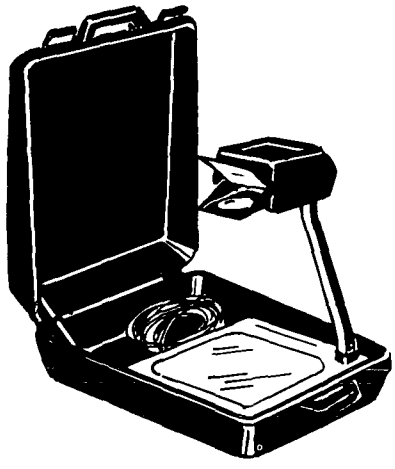
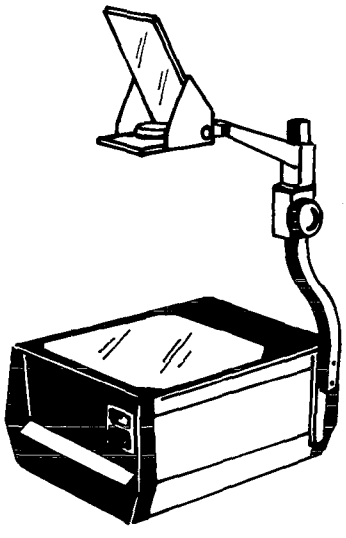
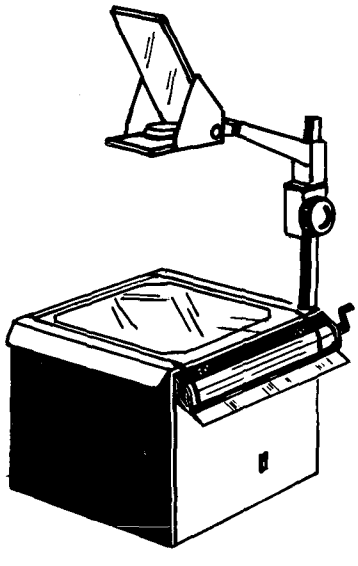
Section 1 - Audiovisual Equipment and Supplies

- The audiovisual equipment listed in this section is intended to cover requirements for instruction and education in classrooms, laboratories and workshops of small, medium and large sizes. The items may also be used for equipping small to medium size auditoriums for the planning and management of training programmes, for language training centres and for mobile training situations.

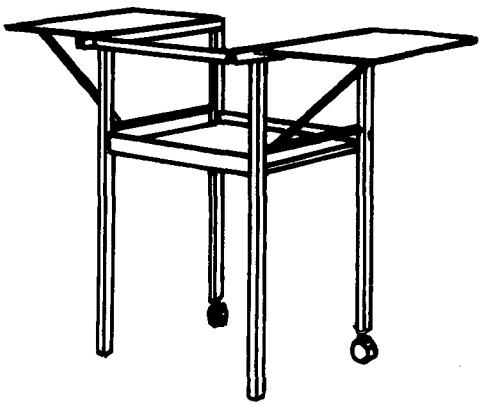
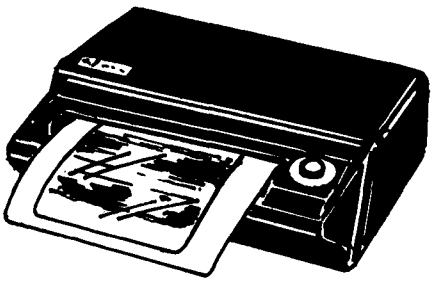
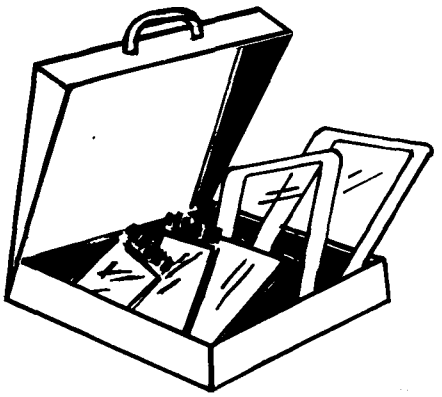
  Annex I - How to arrange audiovisual equipment
  Annex II - How to prepare transparencies

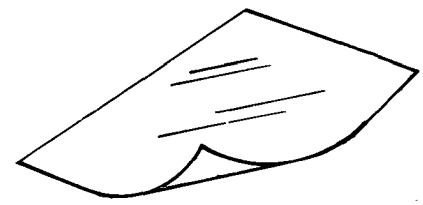
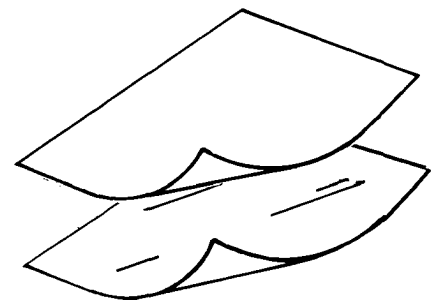
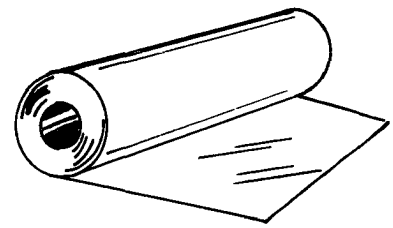
- Equipment and supplies required for mass production of audiovisual media are, however, not covered by this section. The basic darkroom kit is for developing and printing black and white still pictures only. However, as there are some developing processes of colour still films which can be performed within given projects, provision has been made in this guide for the ordering of chemicals. The code number of the colour developing process should be specified in equipment requests.

- This section also includes video equipment. In view of different TV broadcasting and colour coding systems as well as varying video cassette formats, projects should ensure that detailed and full specifications are given in their requests.

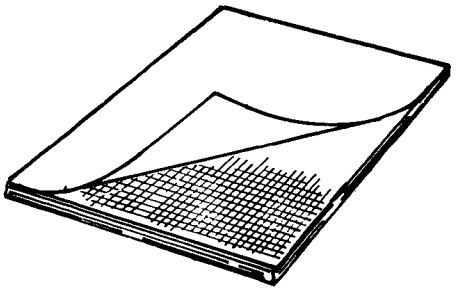
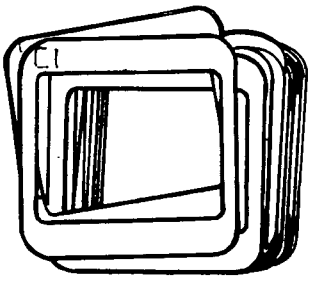
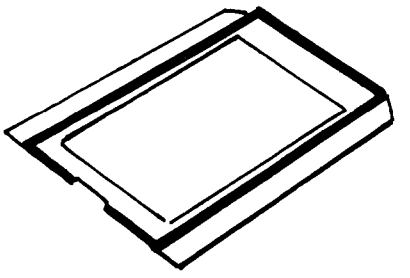
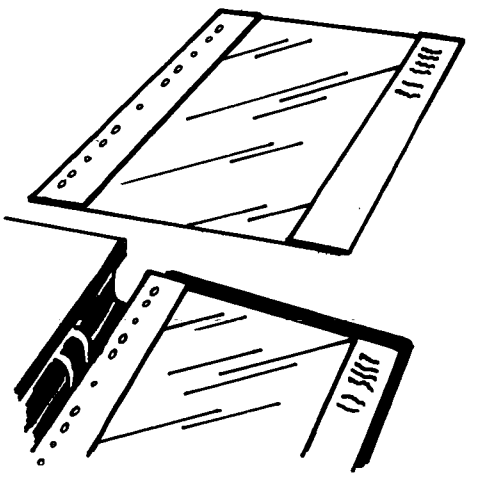
Item	Description	Quantity	Illustration
115.1.1	Portable Overhead Projector with wide angle lens for short projection distance, approx. 250-400 Watt halogene lamp, working surface 250 x 250 mm, complete with: 5 spare bulbs, strong carrying case, cable and plug, user's manual.		
115.1.2	Stationary Overhead Projector with high quality optical and ventilation system, strongly constructed for medium-sized classrooms, approx. 250 Watt low voltage lamp, working surface 285 x 285 mm, complete with: 5 spare bulbs, strong dust cover, cable and plug, user's manual.		
115.1.3	Overhead Projector with Reel Attachment strongly constructed for medium and large-sized classrooms, approx. 400 Watt low voltage lamp, working surface 285 x 285 mm, complete with: 2 acetate reels (approx. 20 m each), dust cover, cable and plug, 5 spare bulbs, user's manual. Note: see Annex I where to place projector in the room		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

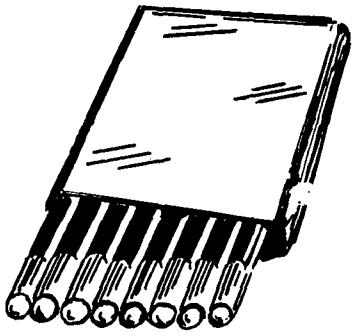
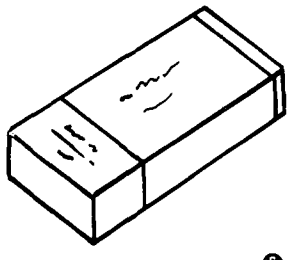
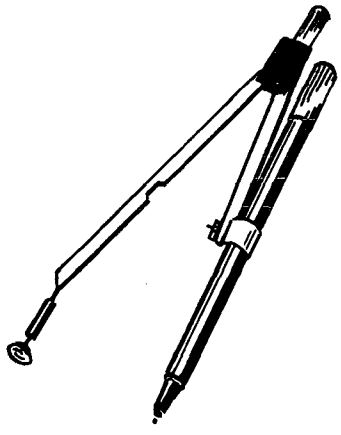
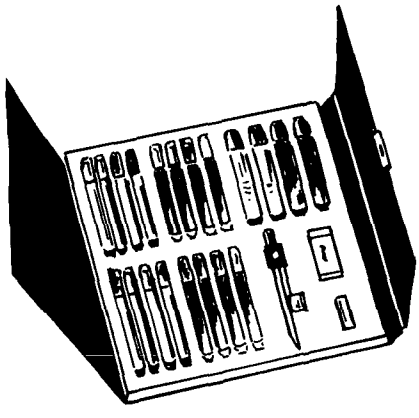
Item	Description	Quantity	Illustration
115.1.4	Trolley for Overhead Projectors strong construction with two swivel type castors complete with: shelf for overhead projector, approx. 450 x 400 mm, two extended work tops, approx. 400 x 350 mm each, to be delivered dismantled.		
115.1.5	Transparency Maker dry thermal copying process without liquid or chemicals, for making transparencies from typed originals, photocopies manuscripts or drawings for overhead projection, complete with: 5 spare belts, 5 spare bulbs, plastic dust cover, cable and plug, user's manual.		
115.1.6	Transparency Preparation Kit - Medium containing essential items for making A4 size transparencies, one set of 4 colours permanent pens, medium tip, one set of 4 colours water soluble pens, medium tip, one set of assorted rub on letters, approx. 200 transparency sheets A4 for write-on, approx. 100 transparency frames for A4 size transparencies, supplied in a carrying case. Note: see Annex II how to prepare transparencies		

Item	Descriptior	Quantity	Illustration
115.1.7	Transparency Preparation Kit - Large containing essential items for making professional A4 size transparencies one portable drawing board A4 one set of 8 colours permanent pens, medium tip one set of 8 colours permanent pens, broad tip one compass one template straight type 0,5 mm one set of 4 ink drawing pens blue, black, red and green, 0,5 mm tip approx. 200 transparency sheets A4 for write-on approx. 25 pcs each of blue, red, green and yellow transparency sheets A4 for transparency maker, supplied in a plastic carrying case.		
115.1.8	Write-On Transparency Sheets clear film for use with overhead-projectors, approx. 200 sheets per pack, size A4.		
	Thermal Transparency Sheets for making transparencies in a transparency maker, also suitable for writing, approx. 100 sheets per box , size A4.		
115.1.9	Clear.		
115.1.10	Blue.		
115.1.11	Red.		
115.1.12	Green.		
115.1.13	Yellow.		
115.1.14	Acetate Reel clear transparency reels, to mount on overhead projector reel attachment, approx 20 m per reel, width 285 mm		

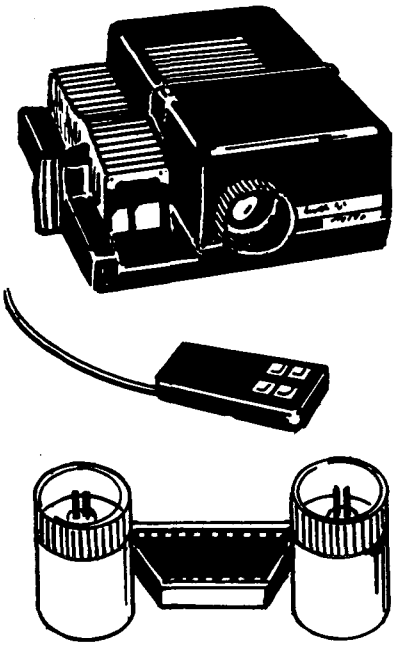
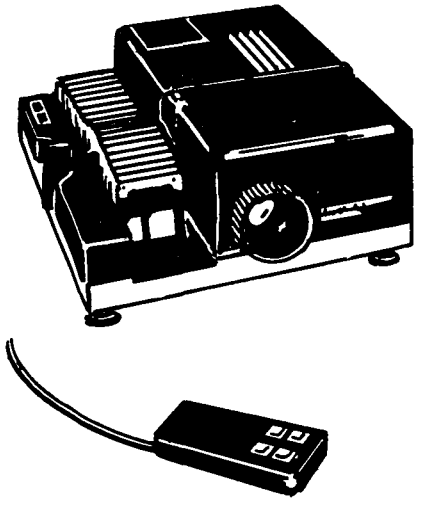
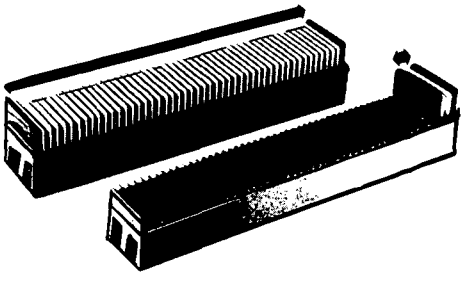
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.1.15	Transparency Sheets - Squared clear film with a 5 mm grid, approx. 50 sheets per pack, size A4.		
115.1.16	Transparency Frames for mounting of A4 size transparencies, approx. 50 paper frames per pack.		
115.1.17	Mounting Frames for preparation of transparency overlay for up to six A4 transparencies, approx. 5 pcs per pack.		
115.1.18	Transparency Flip Frame clear plastic cover for A4 transparencies, with 2 flaps to avoid side lights of overhead projectors and for making notes on, with strong international punched rim for filing, approx. 100 pcs per pack.		

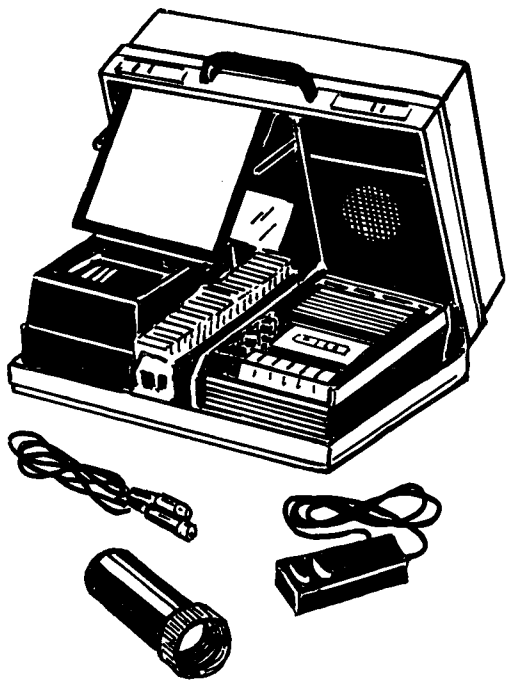
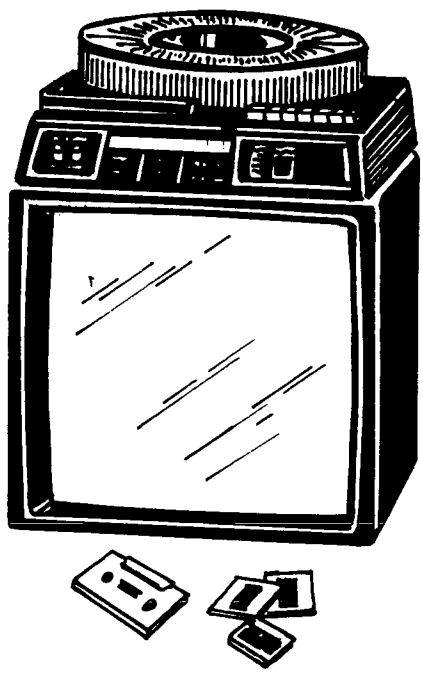
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.1.19	Marking Pens - Permanent set of 8 permanent pens in different colours for overhead projection, in plastic bags.		
115.1.20	Marking Pens - Water-soluble set of 8 water-soluble pens in different colours for overhead projection, in plastic bags.		
115.1.21	Eraser for Transparencies special eraser for transparencies, to remove permanent and non-permanent markings, approx. 12 pcs per box.		
115.1.22	Compass for Transparencies for use with overhead-projection marking pens on transparencies with ball jointed suction foot.		
115.1.23	Marking Pens Set a large assortment of pens for writing or drawing on transparencies, in strong plastic case, containing: 8 fine and medium water soluble pens in different colours, 8 fine and medium permanent pens in different colours, 2 water soluble broad pens, blue and green, 2 permanent broad pens, black and red, 1 compass with suction foot, 1 eraser.		

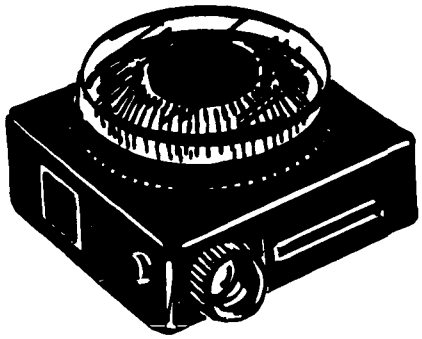
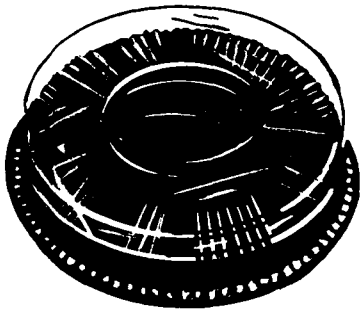
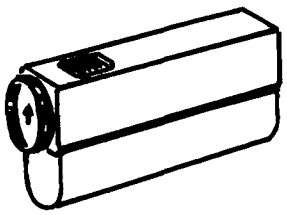
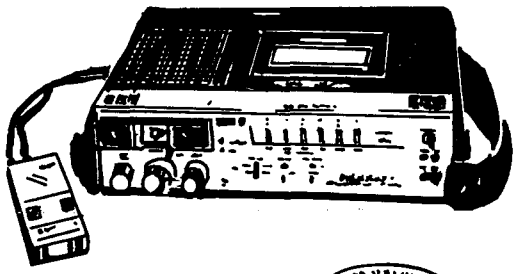
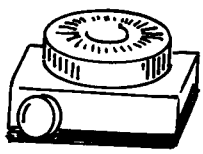
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.1.24	Slide and Filmstrip Projector for projection of 24 x 36 mm slides and filmstrips, strong construction, semi automatic, with 150 Watt halogene lamp, complete with: remote control unit, filmstrip attachment, zoom lens 70-120 mm, 2 slide tray for 50 slides each, 5 spare bulbs, carrying case, cable and plug, user's manual. Note: see Annex I where to place projector in the room		
115.1.25	Slide Projector for projection of 24 x 36 mm slides, strongly constructed, semi-automatic operating mechanism and focusing device, with 250 Watt halogene lamp, complete with: zoom lens 70-120 mm, remote control unit, 10 metres extension cable for remote control, 2 slide tray for 50 slides each, 5 spare bulbs, carrying case, cable and plug, user's manual.		
115.1.26	Slide Trays for 50 slides 24 x 36 mm, complete with storage case.		

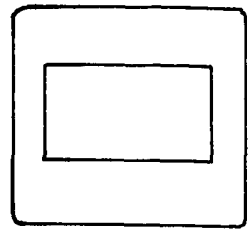
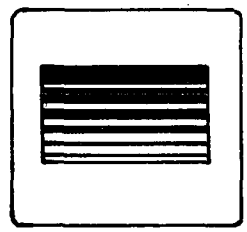
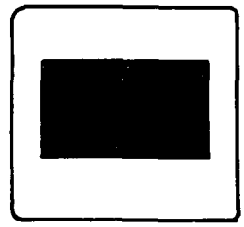
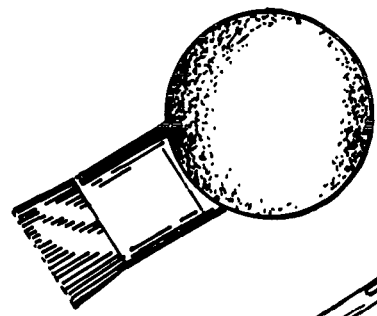
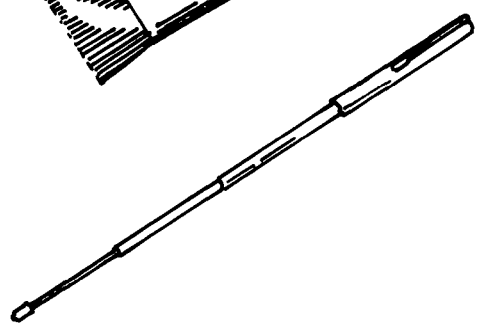
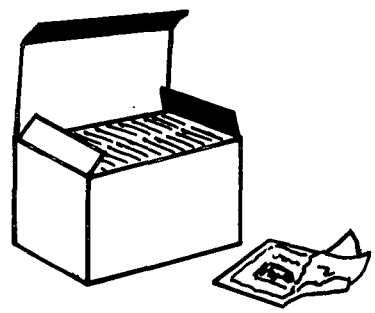
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.1.27	Portable Sound-Slide Projector for presentation and information purposes, with possibility to compose a complete slide show, supplied in a carrying case slide projector with 100 Watt halogene lamp, projection either on built-in day-light screen, approx. 200 x 200 mm, or on separate projection screen, cassette recorder, with a built-in and an external microphone, with recording impulse button for automatic change of the slides and automatic stop, loudspeaker approx. 7 W, complete with: 5 spare bulbs, standard lens 60 mm, zoom lens 85-150 mm, 2 slide trays for 50 slides each, 5 sound cassettes 60 minutes, remote control, cable and plug, user's manual, service manual.		
115.1.28	Sound Slide Projector with synchronized recording of sound slide programmes, projection either on built-in day-light screen or on a separate projection screen, built-in cassette recorder for speaker texts or commentaries, amplifier and speaker, 80/100 Watt lamp, complete with: microphone, pair of headphones, 2 carousel slide trays, 80 slides each, 5 sound cassettes 60 minutes, 5 spare bulbs, dust cover, cable and plug, user's manual, service manual.		

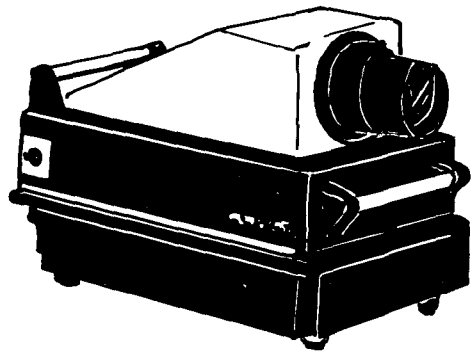
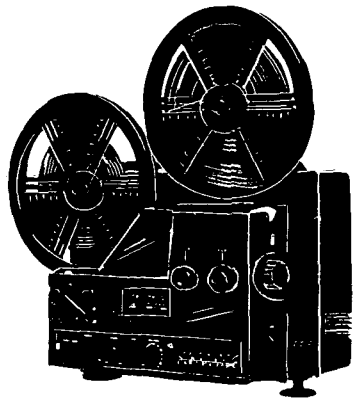
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.1.29	Carousel Slide Projector heavy duty projector for 24 x 36 mm slide, automatic operating mechanism and focusing device, with 250 Watt low voltage lamp, complete with: zoom lens 70-120 mm, remote control unit, 10 metres extension cable for remote control, 2 carousel slide trays, 80 slides each, 5 spare bulbs, dust cover, carrying case, cable and plug, user's manual.		
115.1.29A	Carousel Slide Tray for 80 slides, 50 x 50 mm, complete with storage case		
115.1.30	Light Pointer to point out details when projecting slides, or overhead transparencies, with adjustable focus, battery or AC supply, complete with: 5 spare bulbs, one set of batteries (if battery operated).		
115.1.31	Portable Cassette Recorder with stereo or mono recording, built-in mono speaker suitable to add sound to slide projector programme, with sockets for loudspeaker, microphone, headphones and synchronizing unit, operated either by battery and/or mains supply, complete with: one set of batteries (if battery operated), synchronizing unit, 5 sound cassettes 60 minutes, microphone, cable and plug, user's manual, service manual.		 

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

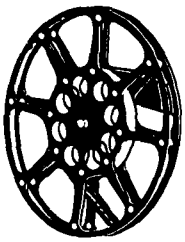
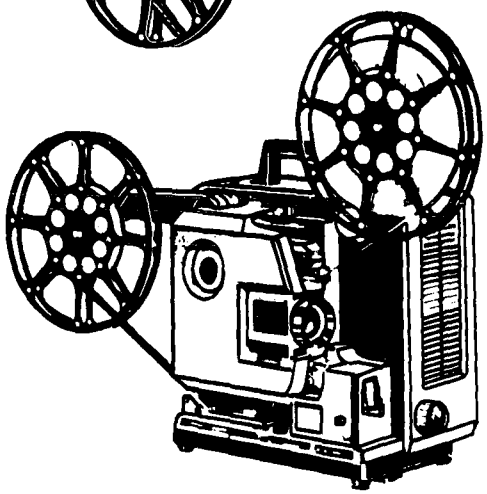
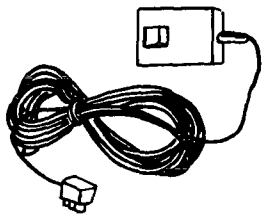
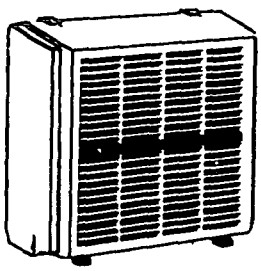
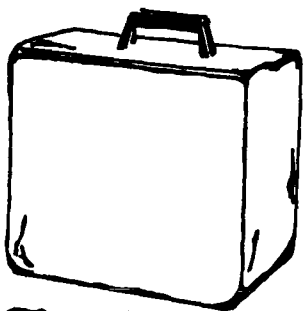
Item	Description	Quantity	Illustration
115.1.32	Slide Mounts hinged for easy hand mounting and re-use, with anti-reflex glass, plastic type, slide size 24 x 36 mm, approx. 100 pcs per pack.		
115.1.33	Thermo Slide shows the temperature of the projector, to protect slides from being used in overheated conditions, slide size 24 x 36 mm.		
115.1.34	Black Slides to prevent white glare on screen when no slide is in projector, slide size 24 x 36 mm, approx. 50 pcs per pack.		
115.1.35	Cleaning Brush with Bellows to remove dust from slides and lenses with a rubber bellows and a brush.		
115.1.36	Pointer Pen telescopic pointer with pen and clip, max length 600 mm.		
115.1.37	Screen Cleaner sealed paper cloth for cleaning of surfaces of glass or metal, anti-static, approx. 50 pcs per pack.		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

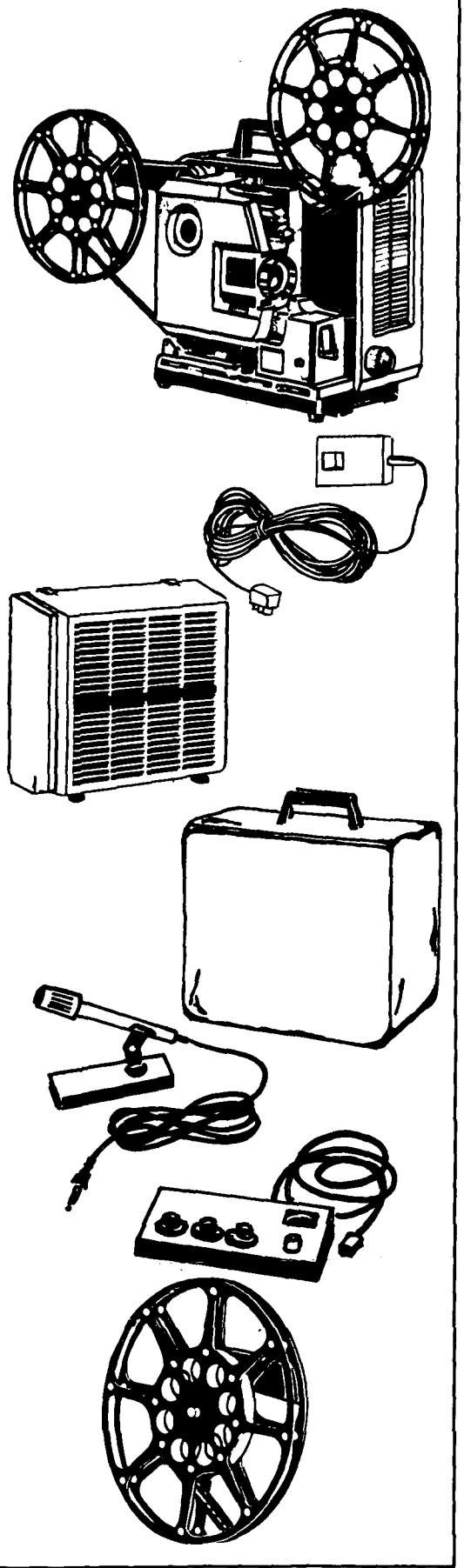
Item	Description	Quantity	Illustration
115.1.38	Opaque Projector with object field of approx. 300 x 300 mm and adjustable wide angle lens for short projection distance, 1000 Watt halogene lamp, built-in fan and heat protection, filter and light shield to prevent light leakage when changing originals, complete with: lens 3,8/480 mm, 5 spare bulbs, plastic dust cover, user's manual.		
115.1.39	Sound Motion Picture Camera, 8 mm for 18 and 24 frames per second, slow motion and single frame facilities, zoom lens 9-45 mm f/1,4, with built-in microphone, complete with: one set of batteries, carrying case, user's manual. Note: colour films for 8 mm sound motion picture camera on page 25		
115.1.40	Sound Motion Picture Projector, 8 mm for 18 and 24 frames per second, forward and reverse projection, with automatic threading, rewinding facility, magnetic recording and playback, input socket for microphone, loudspeaker built into cover of carrying case, output approx. 10 Watt, 100-150 W halogene lamp, complete with: carrying case, remote control, microphone, zoom objective 1:1,3/f 16,5-30 mm, carrying case with loudspeaker, 5 spare bulbs, 1 empty spool approx. capacity 240 metres (800 feet), user's manual, service manual.		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

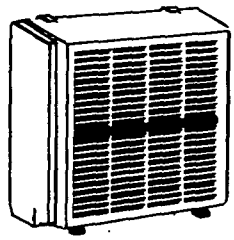
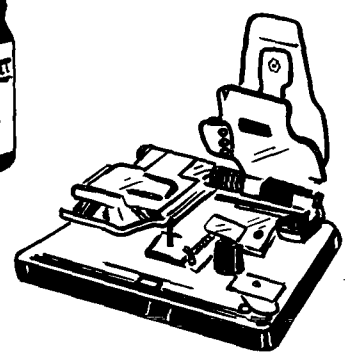
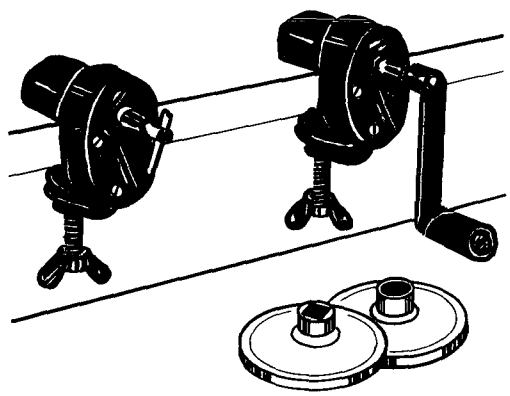
Item	Description	Quantity	Illustration
	Note: see Annex I where to place projector in the room		
115.1.40A	Empty Spool for 8 mm Film approx. capacity 240 metres		
115.1.41	Motion Picture Projector, 16 mm with automatic threading for optical or magnetic replay, projection speed 18 and 24 frames per second, system restorer and auto loop reformer, reverse projection, power rewind, spool capacity approx. 600 metres, possibility to single frame animation and still picture projection, with 24 Volt 250 Watt bulb and lamp economy switch, lens f 1,2/50 mm, sound amplifier approx. 12 Watt, audio input sockets, built-in speaker and external speaker (side cover speaker of carrying case) complete with: carrying case remote control 5 spare sound bulbs 5 spare light bulbs 1 empty spool approx. capacity 120 metres (400 feet) 1 empty spool approx. capacity 240 metres (800 feet) 1 empty spool approx. capacity 480 metres (1600 feet) one set of fuses user's manual service manual		
115.1.41A	Anamorphic Lens for cinemascope projection of 16 mm films, complete with adaptor ring and case		

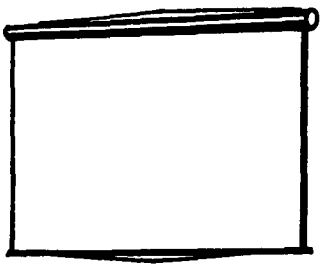
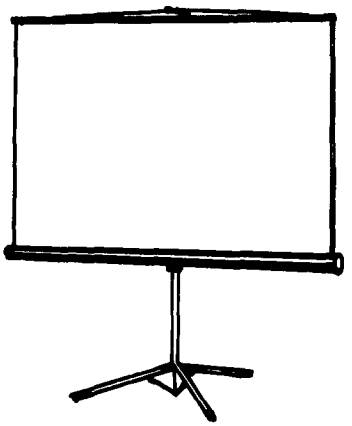
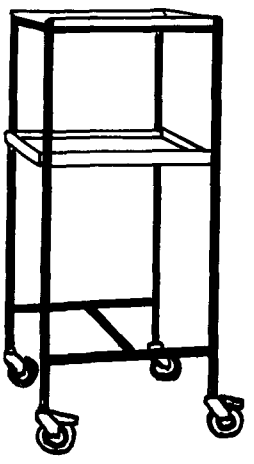
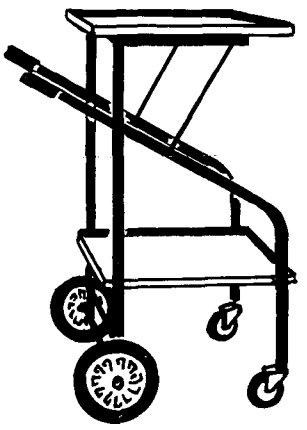
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.1.42	Motion Picture Projector, 16 mm with Recording with automatic threading, for optical or magnetic replay, projection speed 18 and 24 frames per second, system restorer and auto loop reformer, reverse projection, power rewind, spool capacity approx. 600 metres, possibility of single frame animation and still picture projection, with 24Volt 250 Watt bulb and lamp economy switch, lens f 1,2/50 mm, sound amplifier approx. 12 Watt, audio input sockets, built-in speaker and external speaker (side cover speaker). complete with: 3 channel mixer for magnetic recording permitting other commentaries or translations from original language carrying case, remote control, one microphone, 5 spare sound bulbs, 5 spare light bulbs, 1 empty spool approx. capacity 120 metres (400 feet), 1 empty spool approx. capacity 240 metres (800 feet), 1 empty spool approx. capacity 480 metres (1600 feet), one set of fuses, user's manual, service manual.		
	Empty Spool for 16 mm Film		
115.1.42A	capacity approx. 650 metres		
115.1.42B	capacity approx. 350 metres		
115.1.42C	capacity approx. 250 metres		

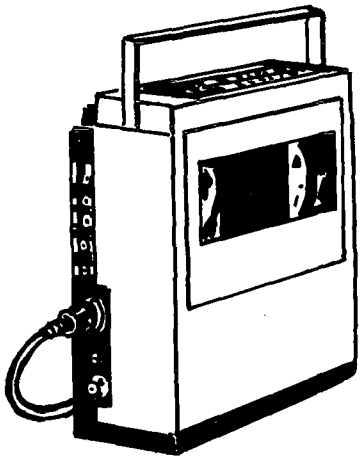
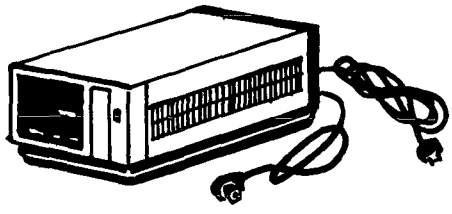
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.1.43	Large Speaker for 16 mm motion picture projection in large rooms with special demand of high sound reproduction, approx. 25 watt in plastic housing, with approx. 25 metres extension cable		
115.1.44	Film Splicer and Film Cement heavy duty metal constructed, universal model for standard 8 mm, super 8 mm and 16 mm films, including 5 bottles of film cement approx. 12 ml each		 
115.1.45	Rewinding Set for table attachment, for manual drive of 16 mm films, complete with adapter for super 8 mm films		

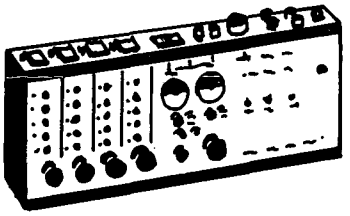
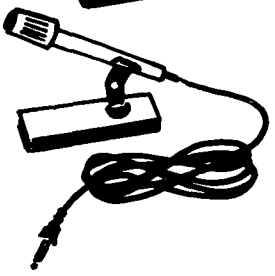
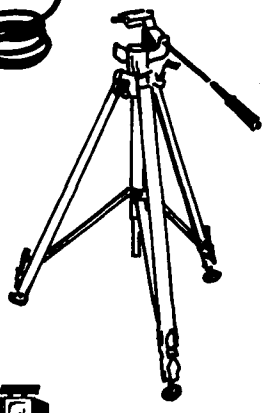
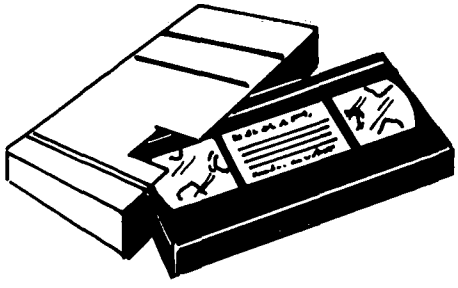
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.1.46	Projection Screen - wall/ceiling strong construction, suitable for daylight projection, approx. size 2000 x 2000 mm		
115.1.47	Projection Screen - portable with tripod, white screen, strong construction, suitable for daylight projection, approx. size 1500 x 1500 mm		
115.1.48	Projection Stand multi-purpose stand, suitable for motion picture projectors, slide or opaque projectors, in strong metal construction with swivel type wheels brakes on at least two wheels and two shelves, to be delivered dismantled, approx.size of shelves 500 x 500 mm approx. height 1200 mm		
115.1.49	Projection Trolley for motion picture projectors, slide or opaque projectors, strong metal frame with two shelves with four wheels, brakes on at least two wheels and handles, to be delivered dismantled approx. size of shelves 500 x 500 mm approx. height 1000 mm		

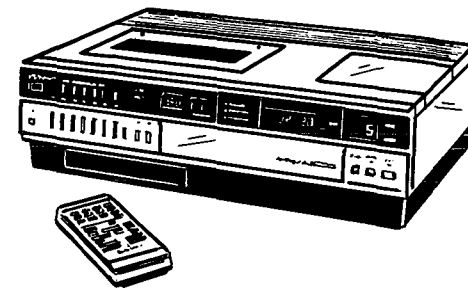
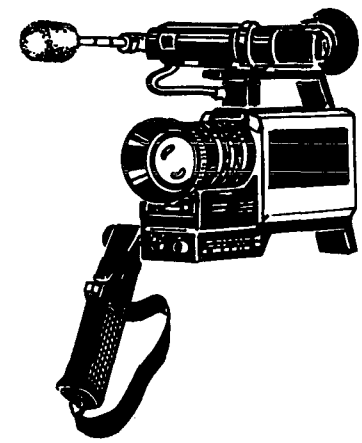
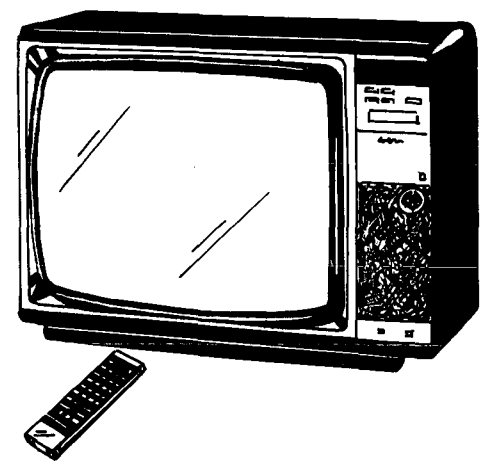
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.1.50	Portable Colour Video Cassette System consisting of: Video Camera: with automatic focus device, motor driven zoom lens f 1,7/11-70 mm automatic and manual aperture, light level indicator, built-in microphone, electronic view finder with playback facility, remote control socket, socket for headphones & external microphone, complete with: connecting cables carrying case user's manual, service manual.		
	Portable Video Recorder: to record from camera or other video source in colour, digital counter, adjustable slow motion and still picture playback, sound dubbing button, bi-directional search, operated by rechargeable battery pack or mains unit, automatic non recorded pause eliminating facility, complete with: all connections for recording and for playback, two rechargeable battery packs, carrying case, user's manual, service manual.		
	Mains Unit: to supply the recorder and serve as a battery pack charger, complete with: connecting cables, user's manual, service manual.		

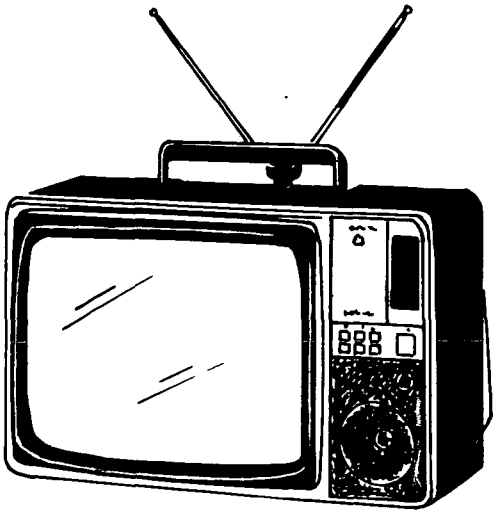
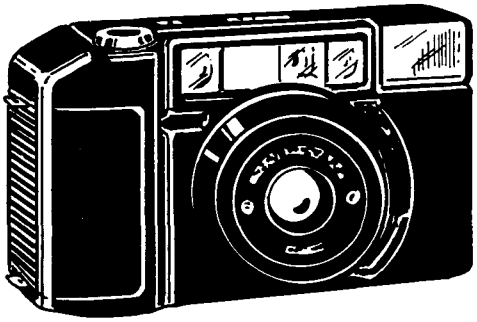
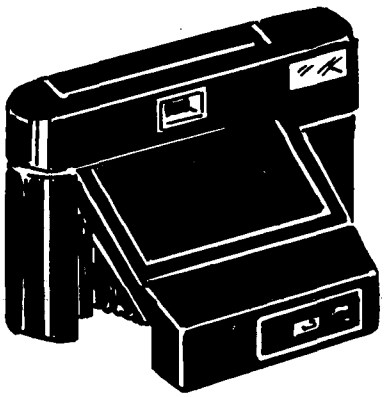
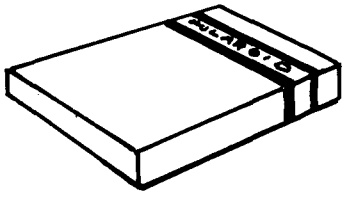
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.1.50A	Battery Pack for portable video recorder Note: TV system(s) and cassette format should be specified in the request		
115.1.50B	Mixer 3-channels, for recording of sound on video cassette from three different sources		
115.1.50C	Microphone for video tape sound dubbing		
115.1.51	Tripod for Video Camera sturdy tripod for video recording, foldable, adjustable in height from approx. 500 to 1500 mm, complete with carrying case		
115.1.52	Portable Lighting Kit for indoor video recording or taking indoor photographs kit containing: 3 telescopic stands each with approx. 800 Watt halogene lamps in well ventilated housings, dismantled in carrying case, complete with: 15 spare halogene bulbs		
	Video Cassette (format is shown on supplementary data sheet)		
115.1.53 115.1.54 115.1.55	60 minutes 120 minutes 180 minutes Note: cassette format should be specified in the request		

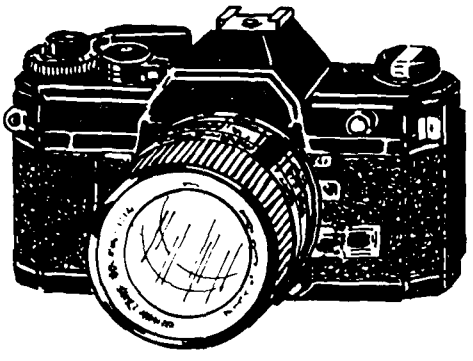
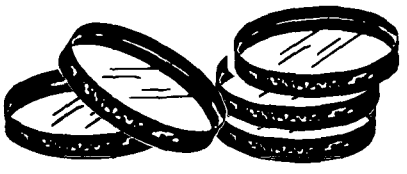
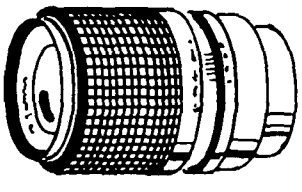
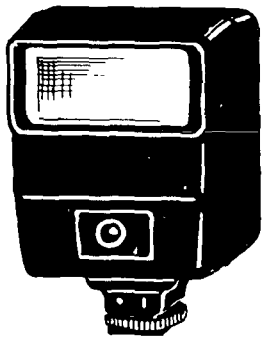
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.1.56	Stationary Video Cassette Recorder with tuner to record/playback TV programmes or to record from video camera and other video sources equipped with: video/audio in/out terminals antenna and rf/out terminal bi-directional search facility pause still picture pre-set timer for recording remote control unit audio dubbing for translations of programs complete with: all cables to connect recorder to a TV monitor user's manual service manual Note: TV system(s) and cassette format should be specified in the request		
115.1.56A	Video Camera colour, to suit stationary video cassette recorder, automatic focusing, motor driven lens f 1,7/11-70 mm, automatic and manual aperture, microphone, connecting cables, supply adaptor, user's manual, service manual		
115.1.57	Stationary Colour TV Set/Monitor approx. 660 mm (26") screen, for: reception of TV programmes, display of video recordings from video cassettes and video disc players complete with: audio/video in/out terminals selector for approx. 20 programmes built-in loudspeaker cable and plug remote control unit user's manual service manual Note: TV system(s) should be specified in the request		

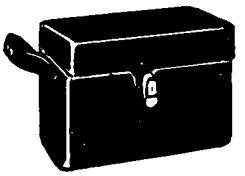
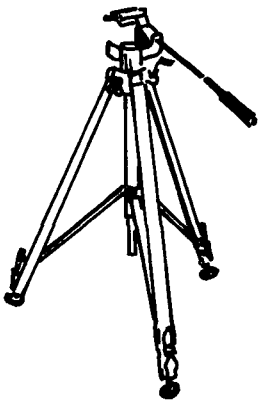
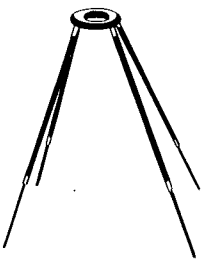
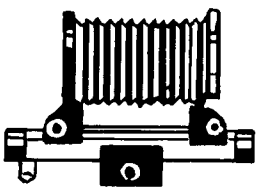
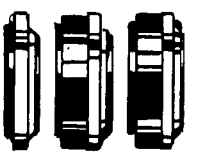
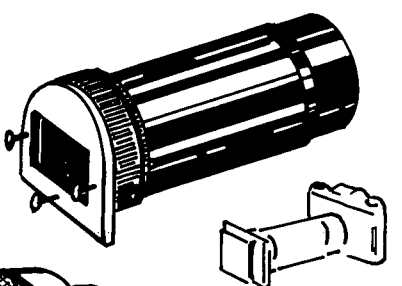
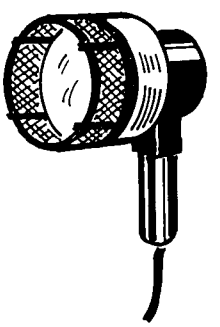
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.1.58	Portable Colour Video/TV-Monitor approx. 360 mm (14") screen, for: reception of TV programmes, display of video recordings from video cassettes and video disc players complete with: audio/video in/out terminals selector for approx. 10 programmes built-in loudspeaker handle for carrying built-in telescope antenna cable and plug user's manual service manual		
115.1.59	Automatic Still Camera 35 mm compact camera with automatic exposure meter and focusing device, lens 38 mm f/2,8 built-in lens hood and flash unit, button for delayed action release, working range one metre to infinity complete with: one set of batteries, type R6 user's manual		
115.1.60	Polaroid Camera for instant colour photography, equipped with flash (on-off switch), automatic focusing facility and automatic shutter, picture size: 90 x 90 mm, complete with user's manual		
115.1.60A	Polaroid Film-Pack colour, for 10 pictures, size 90 x 90 mm, each pack with two incorporated batteries for camera and flash operation		

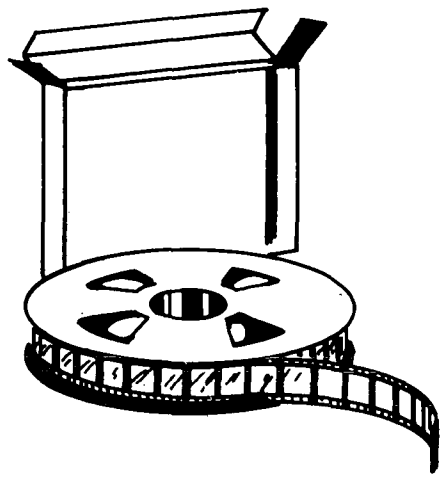
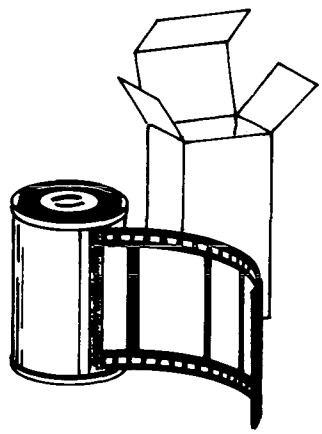
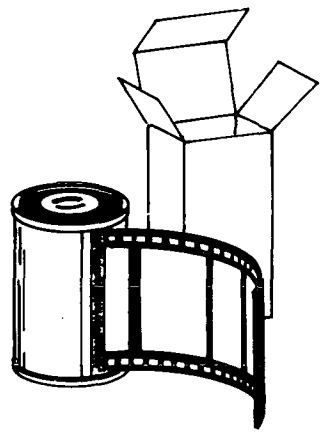
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.1.61	Still Camera - Reflex Type with standard lens 50 mm f/1,4-2,0 built-in electronic lightmeter, shutter speed setting B (manual) and from 1 to 1/1000 second (automatic and manual), built-in timer and distance meter, carrying case, user's manual, lens hood, cable release, one set of batteries included		
115.1.61A	Set of batteries for still camera		
	Filter to fit standard 50 mm lens of 35 mm still camera		
115.1.61B	skylight UV		
115.1.61C	Yellow Y1		
115.1.61D	Yellow Y3		
115.1.61E	Orange O1		
115.1.61F	Red R1		
115.1.61G	Green G1		
115.1.61H	Grey ND4		
115.1.61I	Grey ND8		
	Lens		
115.1.62	fixed wide angle lens		
115.1.63	fixed telephoto lens		
115.1.64	zoom lens, approx. 25-50 mm f/4.0		
115.1.65	zoom lens, approx. 35-70 mm f/4.0		
115.1.66	zoom lens, approx. 80-200 mm f/4,5		
	Note: (1) particulars of fixed and telephoto lens should be specified when ordering (2) films for cameras on page 25		
115.1.67	Flash Unit for mounting on the camera, battery powered, on set of batteries included		

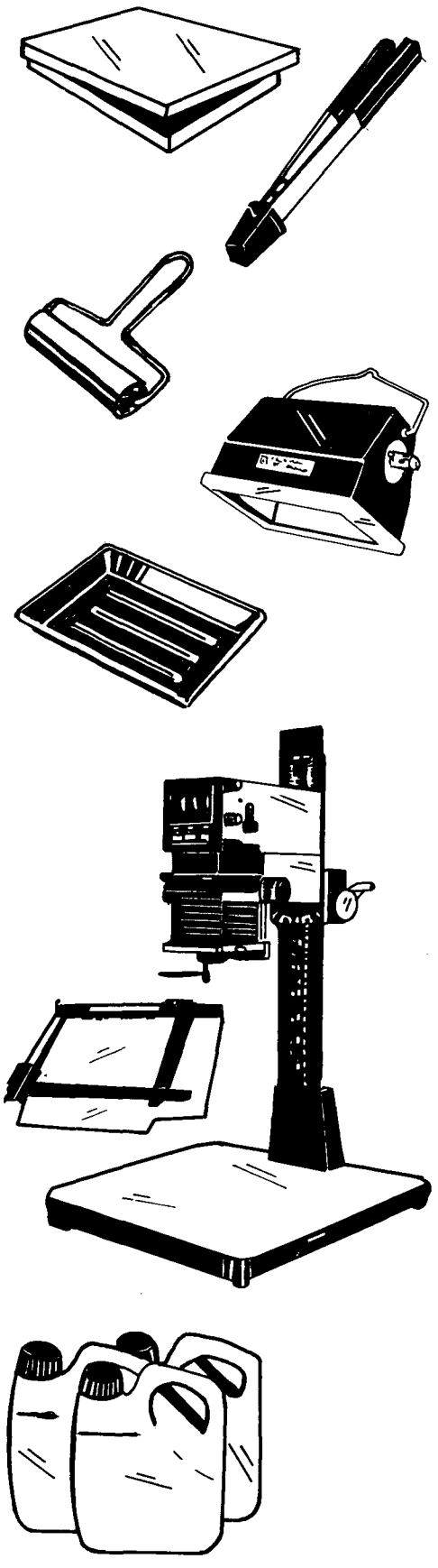
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.1.68	Gadget Bag for camera and all accessories		
115.1.69	Tripod universal portable type, sturdy but light construction with swivel base and extension legs		
115.1.70	Copypod portable copying stand for use when copying documents etc. to be used with 35 mm still camera		
115.1.71	Auto Bellows Unit to fit 35 mm still camera for close up and macro photography, with calibrated gear, for magnifications of up to approx. 2,5 times life size		
115.1.72	Close Up Lens set of 3 extension lenses to fit standard 50 mm lens for 35 mm still camera, no 1 approx. 10 mm no 2 approx. 20 mm no 3 approx. 30 mm all extension lenses can be used independently from each other with master camera lens		
115.1.73	Slide Copier through-the-lens slide copier with bellows for duplication of slides		
115.1.74	Reflector Light 1000 Watt, hand-held or camera bracket mounted type with 5 spare halogene lamps		

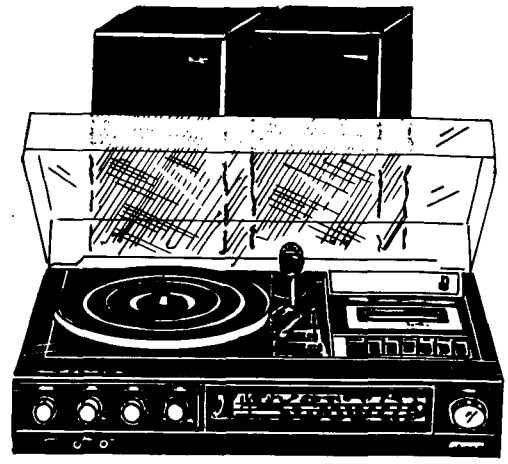
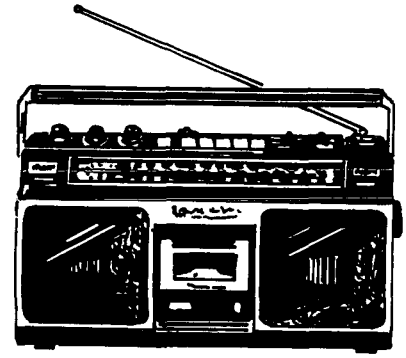
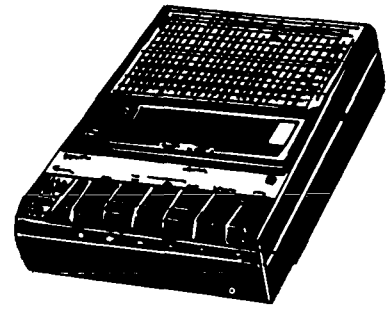
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
	Colour Reversal Film - Magnetic Track		
	for super 8 mm sound motion picture camera with magnetic sound recording		
115.1.75	daylight, approx. 15 metres (50 feet) 40 ASA		
115.1.76	artificial light, approx. 15 metres (50 feet) 100-160 ASA		
	Black/White Film		
	for 35 mm still camera		
115.1.77	negative, 36 exp. 125 ASA		
115.1.78	negative, 36 exp. 400 ASA		
	Colour - Daylight Film		
	for 35 mm still camera		
115.1.79	negative, 36 exp. 100 ASA		
115.1.80	negative, 36 exp. 400 ASA		
115.1.81	reversal film for slides 36 exp. 64-125 ASA		

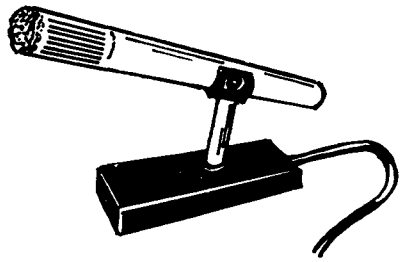
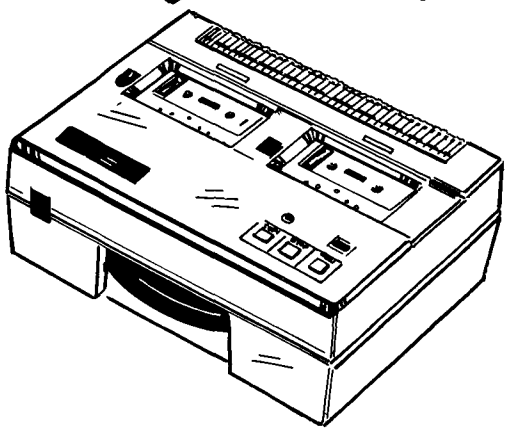
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.1.82	Basic Darkroom Kit all basic items needed for developing and enlarging black and white pictures kit containing: enlarger 2-way negative carrier 50 mm lens condenser set for 24 x 36 and 6 x 6 negatives plastic dust cover blotter roll adjustable easel approx. 250 x 300 mm developing tank focus scope safety light enlarging lamp 2 printing tongs 2 film clips thermometer 5 trays approx. 250 x 300 mm stirring rod film squeegee 2 packages fibre photo paper approx. size 250 x 300 mm approx. 50 sheets per pack 3 chemical storage container, developer, fixer and stop bath, approx. volume 5 litres each basic manual		
115.1.83	Black/White Film Developing Set containing chemicals for 1 lt of each solution for negative film processing		
115.1.84	Colour Negative Film Developing Set containing chemicals for 1 lt of each solution for colour film processing		
115.1.85	Colour Reversal Film Developing Set containing chemicals for 1 lt of each solution for colour reversal film processing Note: colour negative and reversal film developing process should be specified in the request		

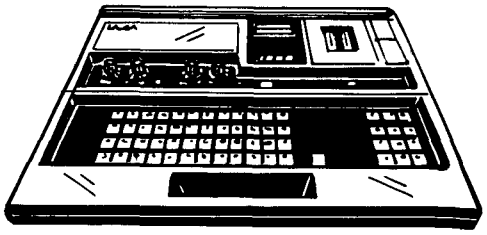
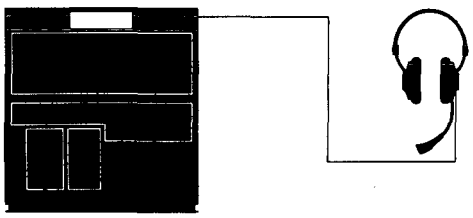
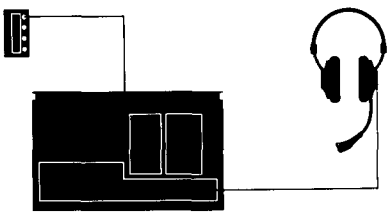
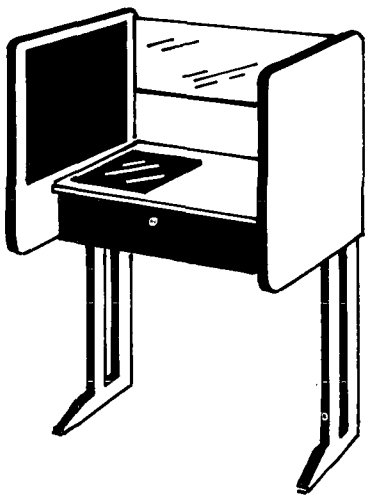
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.1.86	Stereo Music Set "all in one" containing: radio for LW, MW and stereo FM, stereo turntable with two speeds, stereo cassette recorder, amplifier approx. output power 2 x 15 Watt, sockets for headphones and micro- phone, (FM band is shown on supplementary data sheet) complete with: user's manual service manual two loudspeakers approx. 30 Watt each all connection cables and plugs two spare pick-up cartridges Note: FM band should be specified in the request		
115.1.87	Stereo Cassette Radio with FM stereo, SW, MW, LW, recorder and built-in speakers approx. 2 x 5 Watt, built-in 2 microphones, operated either by battery and/or mains supply, audio input and output sockets complete with: user's manual service manual one set of batteries 5 sound cassettes 60 minutes cable and plug		
115.1.88	Portable Cassette Recorder small recorder with built-in speaker approx. 0,7 Watt, operated either by battery and/or mains supply, frequency response not less than 50-10000 Hz complete with: user's manual service manual one set of batteries 5 sound cassettes 60 minutes cable and plug		

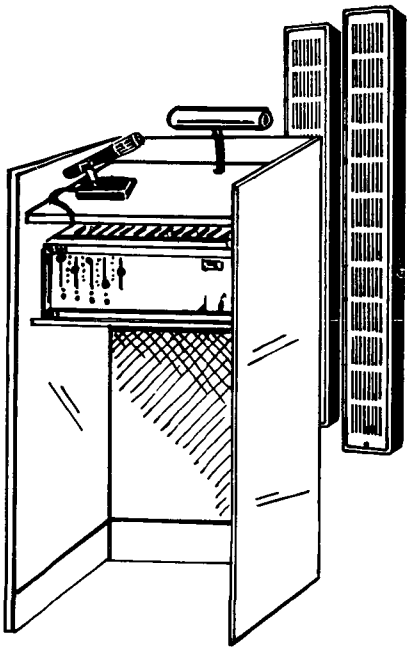
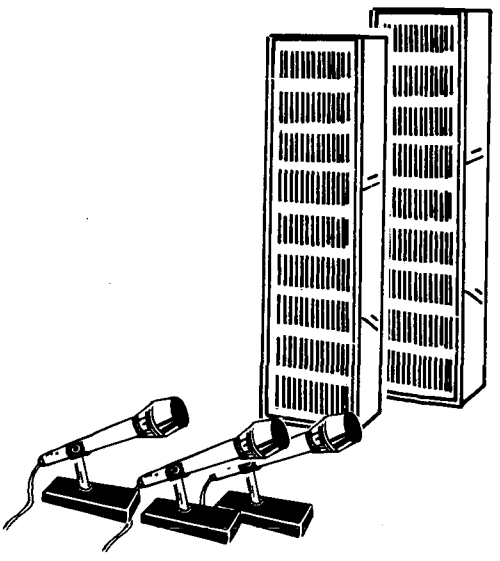
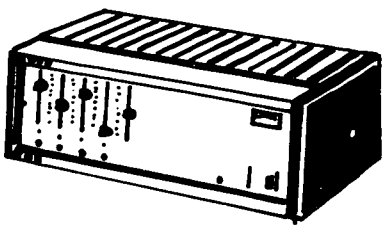
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.1.89	Microphone good quality for connection to stationary or portable cassette recorder, complete with table stand approx. length of cable 2 metres		
115.1.90	Headphones with exact sound reproduction, volume control and approx. 2 metres connection cable and plug to fit cassette recorder		
	Cassettes standard sound cassettes, good quality		
115.1.91	60 minutes		
115.1.92	90 minutes		
115.1.93	120 minutes		
115.1.94	Cassette Copier designed to produce quality copies from master cassette, for normal and fast copying one or both sides, mains supply complete with: cable and plug user's manual service manual		
115.1.95	Demagnetization Cassette to demagnetize recording/playback heads in cassette recorders, complete with a battery		

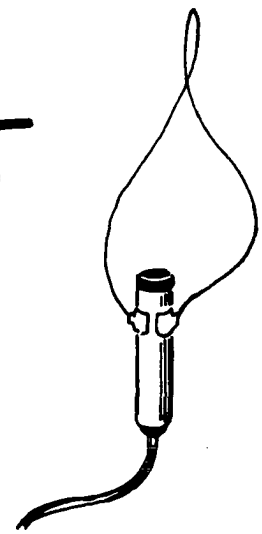
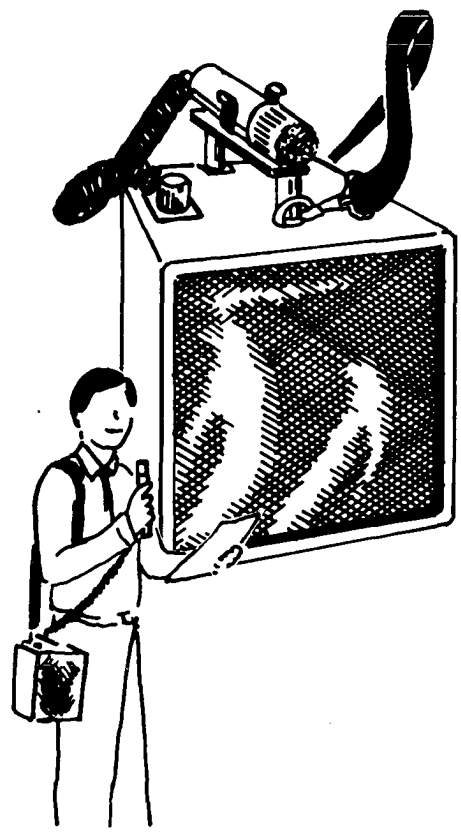
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.1.96	Language Laboratory Master Control Unit should provide at least the following: making a master tape copying master programme on a student cassette recorder monitoring each booth controlling student's recorders private, group and all call communication with learners broadcast through classroom speaker the central control unit includes master cassette recorder, amplifier turnable, two loudspeakers, 2 spare turnable cartridges, connecting cables, user's manual, service manual, set of spares for two years of operation.		 
115.1.96A	Language Lab Student Cassette Recorder 4-track, 2-channel: one channel is for the program, the second is for practice, enabling a student to compare his pronunciation, rhytm, intonation, grammar with those on the programme; facilities: sentence repeat function, tape counter, power switch, teacher control lamp, phone level knob, head set jack, call button, repeat button, rewind/review button, forward, fast forward, stop button, student drill button, frequency response 50-10000 Hz, student head set with microphone possibility of independant use, user's manual, service manual, set of spares for two years of operation.		 
115.1.96B	Language Lab Student Booth with side panels containing noise absorbing pads, glass front panel Note: teacher's chair: item 115.5.41 student's chair: item 115.5.42		

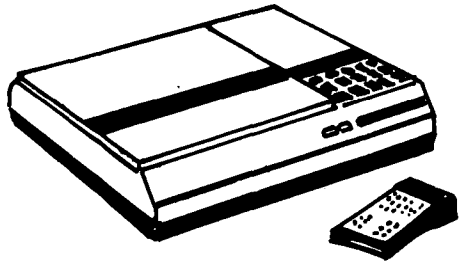
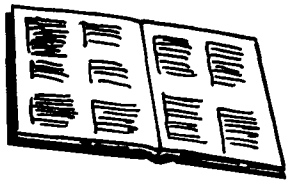
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

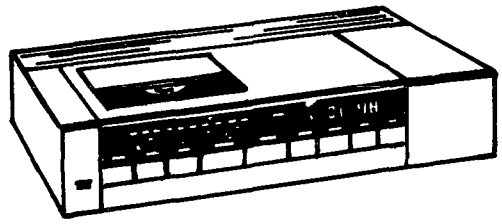
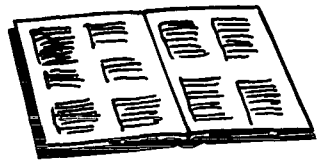
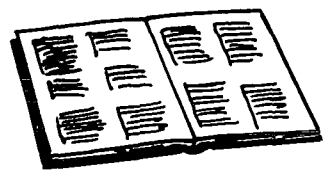
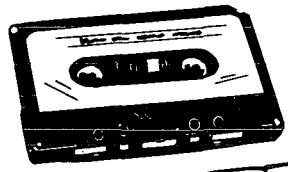
Item	Description	Quantity	Illustration
115.1.97	Lectern with Public Address System containing: column lectern made of wood with reading light for up to 40 Watt bulbs, electro-dynamic microphone, approx. 100 Watt mono amplifier, mixer, with five separately adjustable inputs, two column loudspeakers for indoor use approx. output 100 Watt each approx. sizes: lectern 700 x 400 x 1200 mm loudspeaker 130 x 100 x 1100 mm complete with: two connection cables for loud-speakers, length 30 m each installation instructions user's manual service manual		
115.1.98	Public Address System for table use, containing three microphones, good quality reproduction, with table stands, amplifier (30-20000 Hz) with approx. 100 Watt output with five separately adjustable inputs, two loudspeakers for indoor use approx. output 100 Watt each; possibility of connection to various audio sources including compact digital audio disc player complete with: connection cables approx. length 30 m each installation instructions user's manual service manual		 

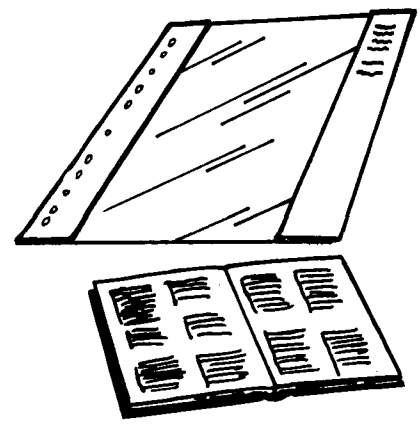
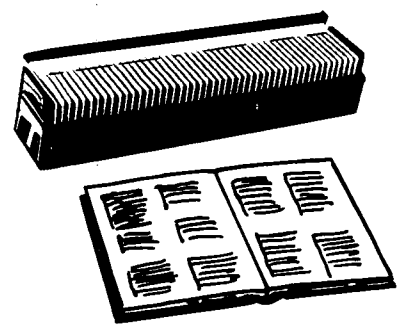
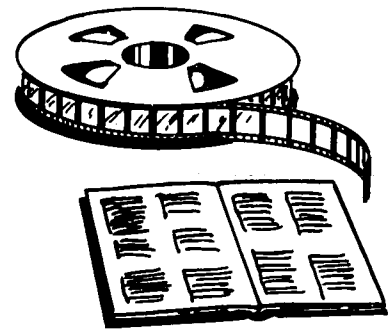
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

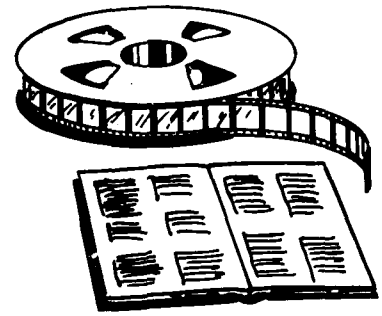
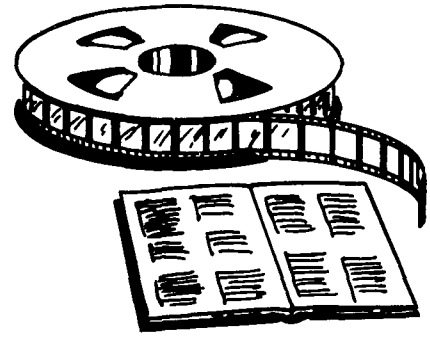
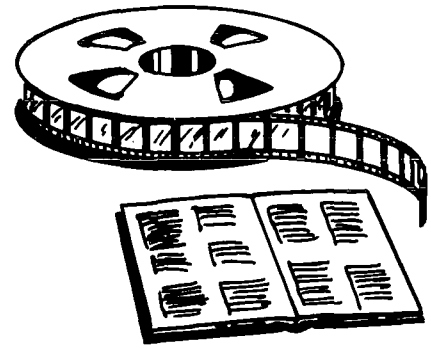
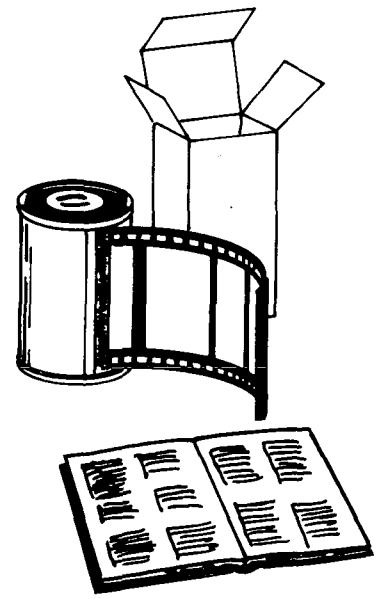
Item	Description	Quantity	Illustration
115.1.99	Floor Stand for Microphone telescopic type with dismantled foot adjustable in height from 1000 mm up to 1650 mm		
115.1.100	Microphone good quality, electrodynamic, with neckholder and clip for attachment, with 10 metres connection cable		
115.1.101	Portable Voice Amplifier with microphone and loudspeaker to amplify the voice clearly, battery operated, 25 Watt output complete with: one set of batteries battery charger user's manual service manual		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.1.102	Digital Video Disc Player for playback of video programmes through TV sets/monitors complete with: remote control programme selector connecting cable user's manual service manual Note: TV system should be specified in the request		
115.1.102A	Digital Video Disc(s) containing educational material; single disc or set of discs complete with: manual, comprising text of educational material instructions exercises Note: TV system and particulars of educational material should be specified in the request		 

Item	Description	Quantity	Illustration
115.1.103	Compact Digital Audio Disc Player for playback of audio programmes with the help of amplifier and loudspeakers/headphones, 16 bits; frequency response not less than 5-20000 Hz, +/- 0,5 dB, possibility of programme preselection, rapid search, repeat and pause facility complete with: remote control connecting cables user's manual service manual		
115.1.103A	Compact Digital Audio Disc(s) containing educational material; single disc or set of discs complete with: manual, comprising text of educational material instructions exercises Note: for items 115.1.103A to 115.1.113 particulars of educational material should be specified in the request		 
115.1.104	Educational Record(s) single or set of records complete with: manual, comprising text of educational material instructions exercises		 
115.1.105	Educational Audio Cassette(s) prerecorded single cassette or set of cassettes complete with: manual, comprising text of educational material instructions exercises		

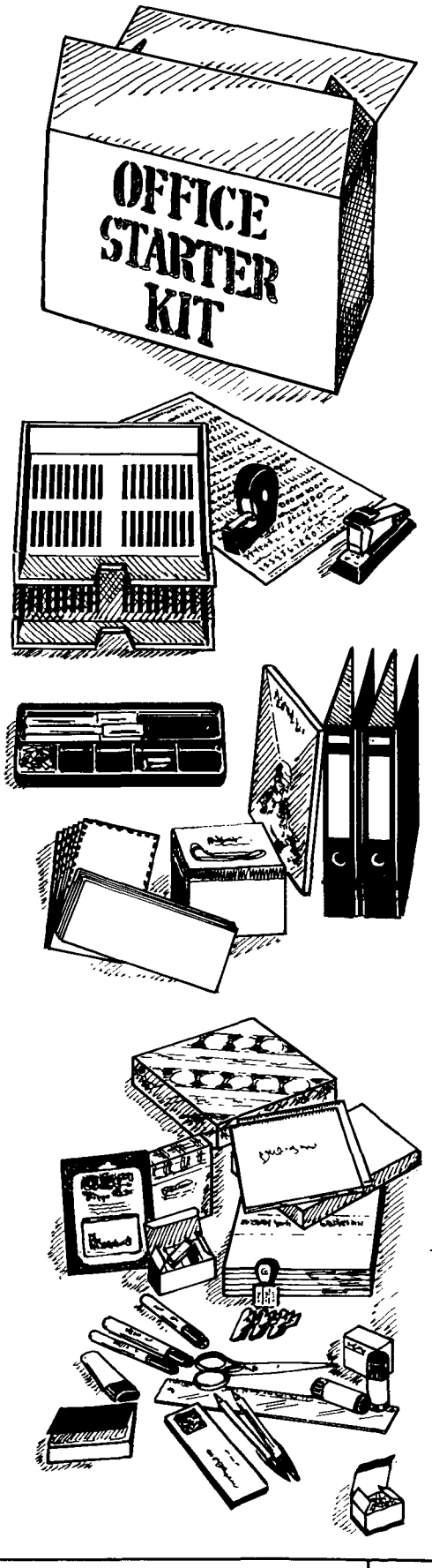
Item	Description	Quantity	Illustration
115.1.106	Educational Video Cassettes prerecorded single or set of video cassettes complete with: manual, comprising text of educational material instructions exercises Note: TV system, cassette format and particulars of educational material should be specified		
115.1.107	Educational OHP Transparency Set(s) complete with: manual, comprising text of educational material instructions exercises		
115.1.108	Educational Slide Set(s) complete with: manual, comprising text of educational material instructions exercises prerecorded cassette(s) for syncro sound demonstration		
115.1.109	8 mm Educational Film(s)-Colour single film or set of films complete with: manual, comprising text of educational material instructions exercises Note: for items 115.1.109 and 115.1.110 format, soundtrack and particulars of educational material should be specified in the request		

Item	Description	Quantity	Illustration
115.1.110	8 mm Educational film(s) - Black/White single film or set of films complete with: manual, comprising text of educational material instructions exercises		
115.1.111	16 mm Educational Film(s)-Colour single film or set of films complete with: manual, comprising text of educational material instructions exercises		
115.1.112	16 mm Educational Film(s) - Black/White single film or set of films complete with: manual, comprising text of educational material instructions exercises Note: for items 115.1.111 and 115.1.112 soundtrack(s) and particulars of educational material should be specified		
115.1.113	Educational Filmstrip(s) single or set of filmstrips complete with: manual, comprising text of educational material instructions exercises		

Section 2 - Office Equipment and Supplies

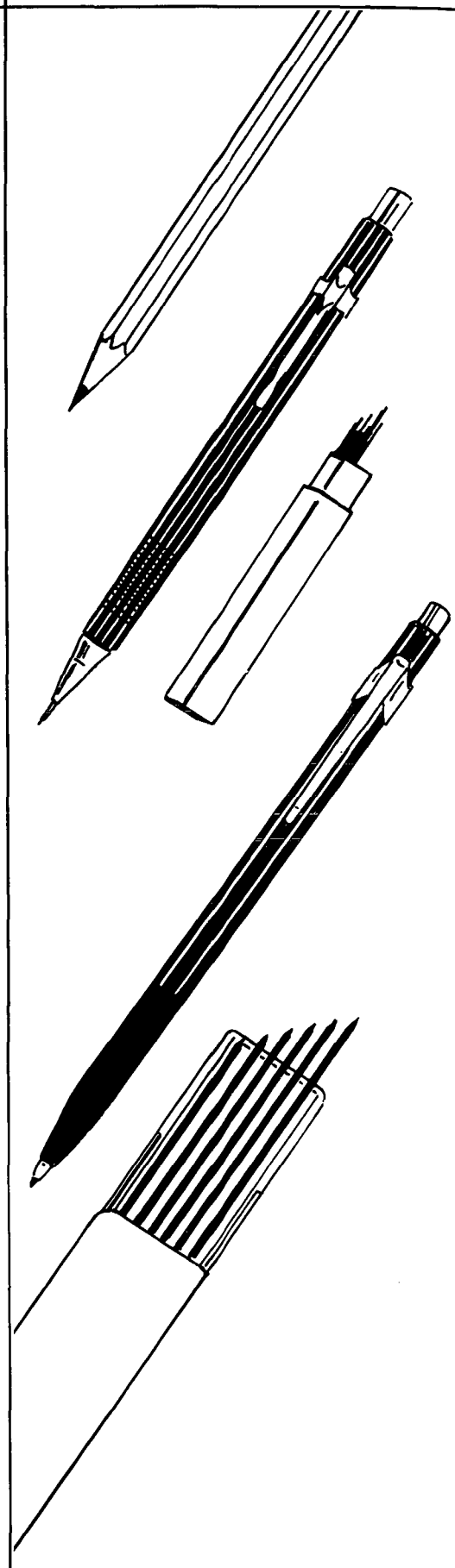
- Under this section, basic equipment items for a project office have been compiled. To simplify the ordering of numerous small items needed on and around an office desk a "Starter Kit" is available.

- As far as possible sizes of paper, pads, files etc., conform to A4 norm (210 x 297 mm)

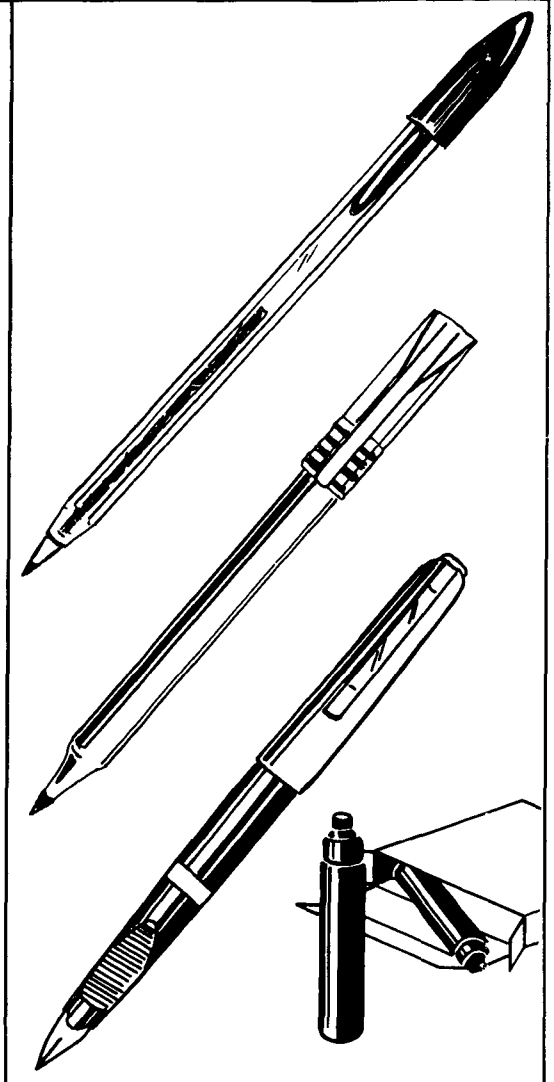
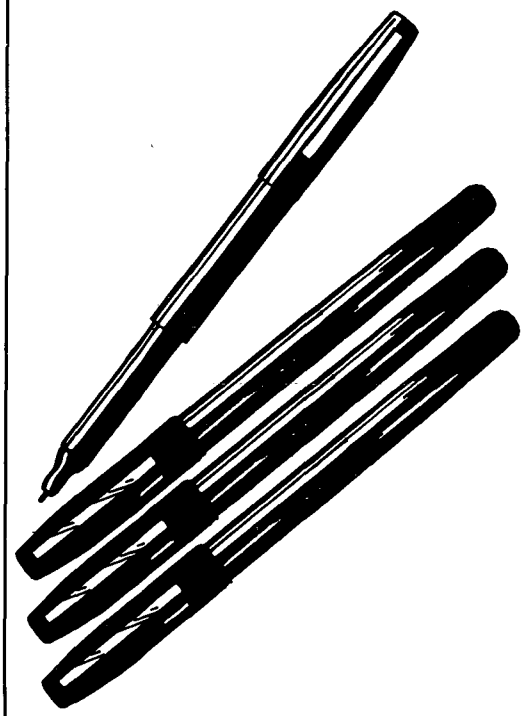
Item	Description	Quantity	Illustration
115.2.1	Office Starter Kit containing the most essential office items needed to start up an office, packed in a suitable case containing: pencils HB 12 pcs ball point pen, blue, black and red each 6 pcs felt pen, black, red and green each 3 pcs rolling ball pen 6 pcs top markers 3 pcs pencil sharpener, desk type 1 pc eraser for pencil 12 pcs eraser for ink and typing 10 pcs stamp pad, black 1 pc stamping ink, black 1 pc date stamp 1 pc stamp rack for 6 stamps 1 pc labels 24x37 mm approx. 300 pcs writing pad A5 and A4 each 5 pcs steno pads 5 pcs files, cardboard, A4 2 pcs nylon covers, A4 50 pcs desk pad, brown 1 pc desk tray, brown 1 pc paper scissors, 200 mm 1 pc paper clips 25 mm 100/box 3 boxes paper clips heavy duty 70 mm 12 pcs rubber bands, 500 grams 1 box magic tape 30m x 19mm 12 pcs tape dispenser, small 1 pc paper glue stick, 20 g 3 pcs hole punch 1 pc stapler 1 pc staples, 6 mm 10.000 pcs staple remover 1 pc envelopes E65 250 pcs envelopes E65 airmail 250 pcs letter and file tray brown 2 pcs ruler, 300 mm 1 pc measuring rule 1 pc typewriter paper 70 g 500 pcs typewriter paper 45 g 1.000 pcs correction sheets 10 sheets carbon paper for typewriter 100 pcs rub-on letters and numbers 3 sheets		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

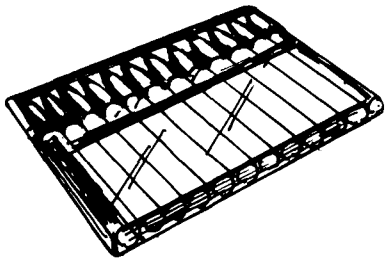
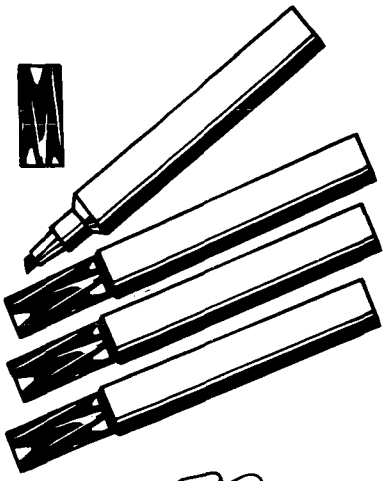
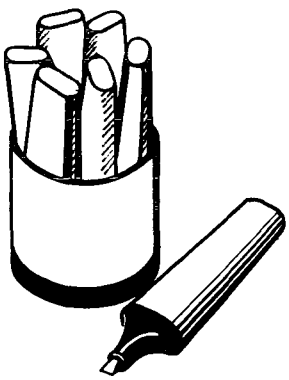
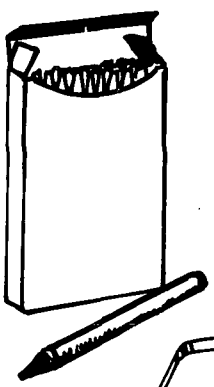
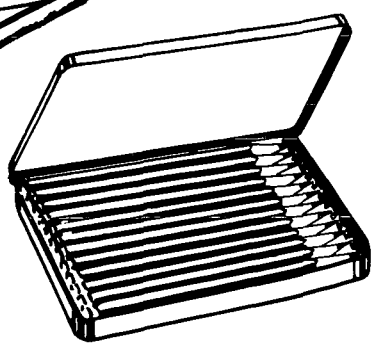
Item	Description	Quantity	Illustration
	Pencils first class quality in boxes containing 12 pencils		
115.2.2	grade HB		
115.2.3	grade B		
115.2.4	grade H		
115.2.5	Lead Pencil - 0,5 mm holder for 0,5 mm leads suitable for writing		
115.2.5A	Lead Refills - 0,5 mm in plastic cases containing 12 refills of grade HB		
115.2.6	Lead Pencil - 2 mm holder for 2 mm leads suitable for drawing		
115.2.6A	Lead Refills - 2 mm in plastic cases containing 12 refills of grade HB		
	Note: lead refills should usually be requested when ordering lead pencils		



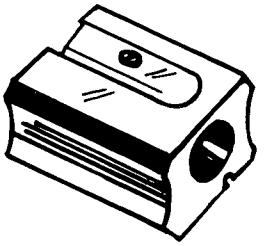
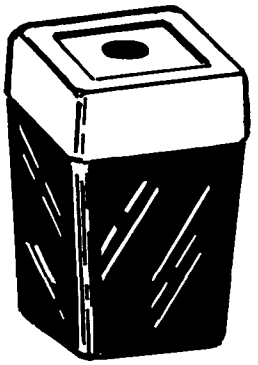
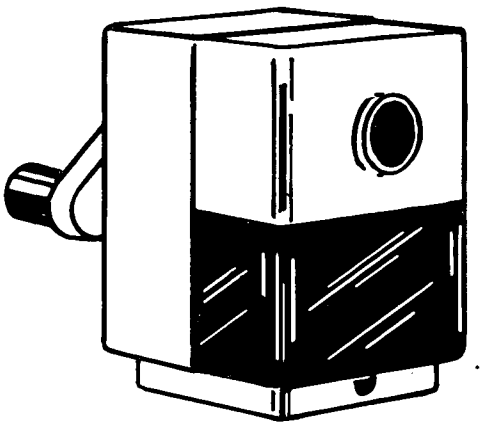
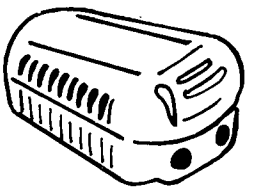
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
	Ball Point Pen non-refillable, with plastic holder		
115.2.7	Blue		
115.2.8	Black		
115.2.9	Red		
	Rolling Ball Pen with water-soluble ink, non-refillable with plastic holder		
115.2.10	Blue		
115.2.11	Black		
115.2.12	Red		
115.2.13	Fountain Pen good strong quality, medium tip, supplied with a box containing 12 cartridges in dark blue		
115.2.14	Felt Pen - Fine - Set set of 4 pens with fine tip 0,3 mm, in following colours: blue, black, red and green, water-soluble, with plastic holder		

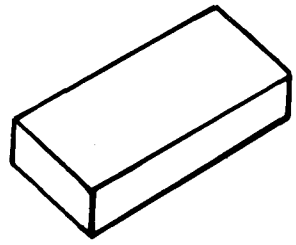
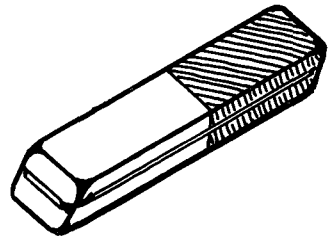
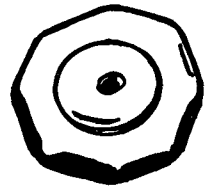
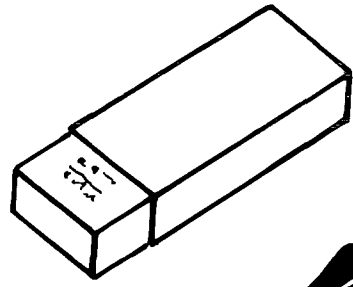
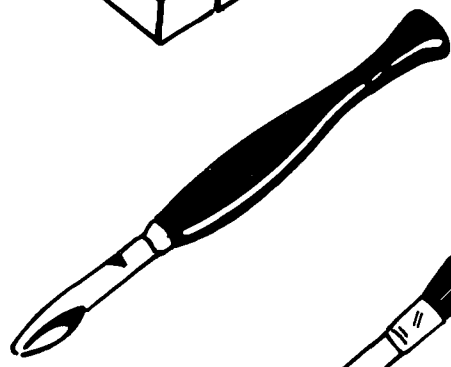
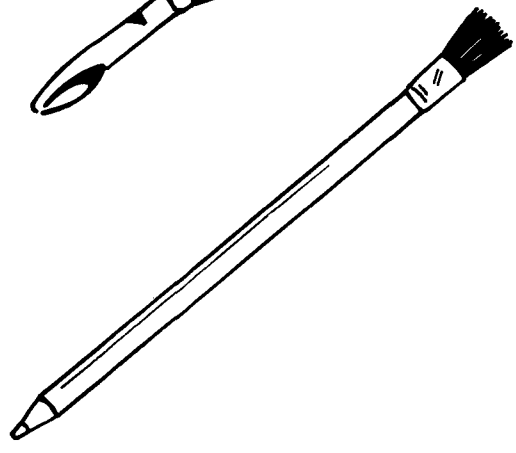
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.2.15	Felt Pen - Medium - Set set of 12 pens with medium tip, 1,0 mm, in different colours, water-soluble, with plastic holder		
115.2.16	Felt Pen - Broad - Set set of 4 marking pens, 5 mm tip, permanent, in following colours: blue, black, red and green		
115.2.17	Top Marker Set 6 highlighting markers in different colours in a box		
115.2.18	Crayons - Set set of 12 different coloured waxcrayons for colouring, non-toxic		
115.2.19	Coloured Pencils - Set set comprising 12 different coloured pencils in plastic or metal case		

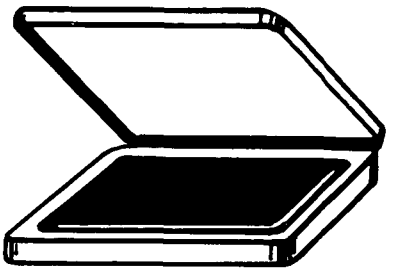
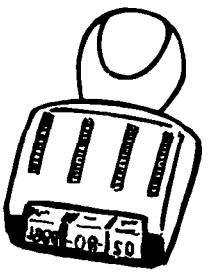
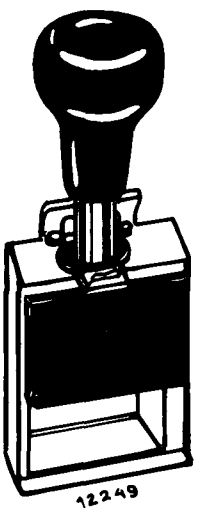
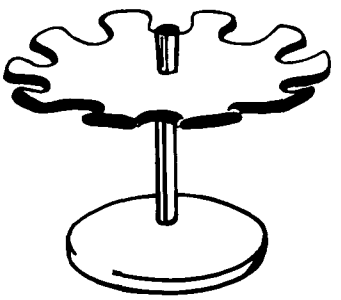
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.2.20	Pencil Sharpener - Small small sharpener for pencils, with plastic or metal housing		
115.2.21	Pencil Sharpener - Plastic for pencils, with plastic container for shavings		
115.2.22	Pencil Sharpener - Desk Type semi-automatic desk type, for pencils, with automatic stop when the pencil tip is correctly sharpened		
115.2.23	Lead Sharpener small lead sharpener for up to 3 mm drawing leads, plastic or metal housing		

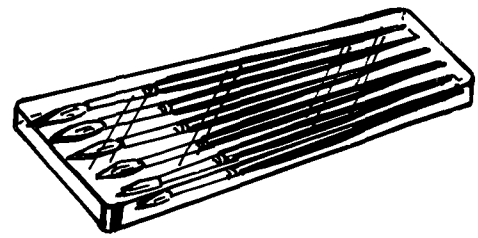
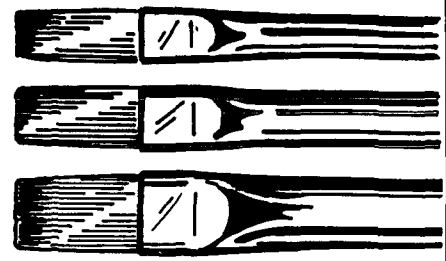
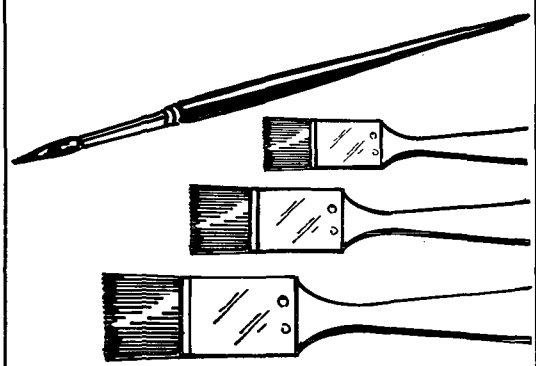
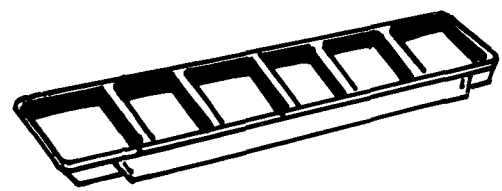
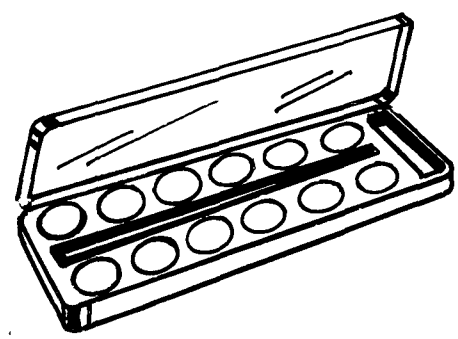
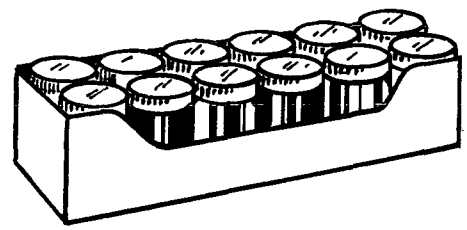
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.2.24	Eraser - Soft very soft rubber for pencil on writing or drawing paper		
115.2.25	Eraser - 2-sided two-sided eraser, soft for pencil and hard for ink and typewriter		
115.2.26	Eraser - Hard especially for typewriter		
115.2.27	Eraser - Plastic plastic eraser for use on plastic foils and transparencies		
115.2.28	Erasing Knife to erase drawing ink on transparent drawing paper		
115.2.29	Erasing Pen pen with eraser and brush, for ink, ballpoint and typewriting		

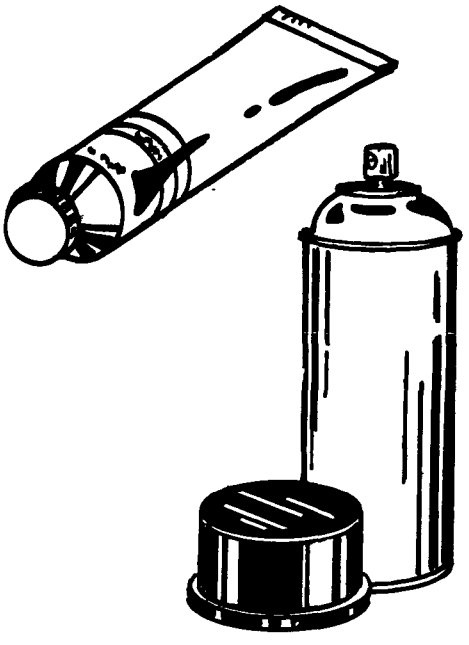
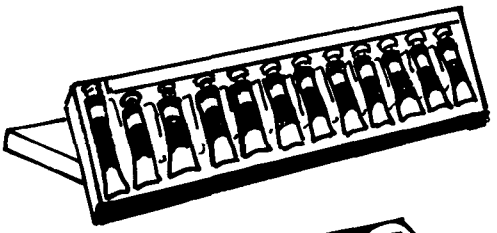
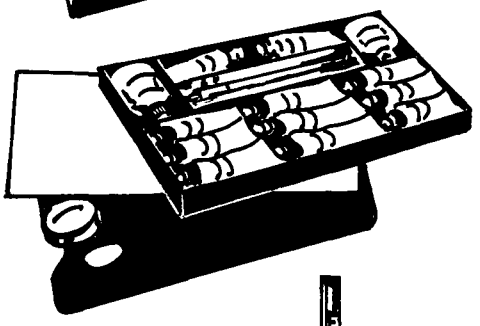
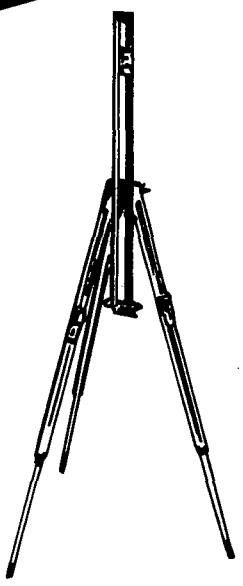
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.2.30	Stamp Pad in metal or plastic case, neutral, approx. size 80 x 120 mm		
	Stamping Ink for use with stamp pads, in bottles containing approx. 30 ml		
115.2.31	Black		
115.2.32	Red		
115.2.33	Date Stamp rubber stamp, for use with stamp pad with independent manual setting of day, month and year, (ex. 20.06.1986)		
115.2.34	Numbering Stamp with automatic number advance from 0 to 999999, with exchangable ink pad, including one spare ink pad, height of numbers approx. 5 mm		
115.2.35	Stamp Rack rotating stamp rack for 6 stamps		

Note: Any similarity in above item descriptions and illustrations with specific makes or models *is purely coincidental.*

Item	Description	Quantity	Illustration
115.2.36	Paint Brush Set - Water Colours set of 6 brushes for water colours, pointed type from 2 mm to 4 mm diameter		
115.2.37	Paint Brush Set - Poster Colour set of 3 brushes for poster colour, flat type from 10 mm to 18 mm width		
115.2.38	Paint Brush Set - Oil Paint set of 1 brush pointed type, 3 mm diameter, and 3 flat types, 15, 25 and 35 mm wide, for oil paint		
115.2.39	Tray for Paint for mixing paint, made of plastic or metal		
115.2.40	Water Colour Set set of 12 different colours in a plastic or metal case		
115.2.41	Poster Colour Set set of 12 different colours in glass bottles mixable with water but permanent after drying process, approx. 65 ml/bottle		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.2.42	Zinc White tube of water-resistant white oilpaint, approx. 150 ml/tube		
115.2.43	Spray Paint set of 4 quick drying waterproof paints in metal containers, in the following colours: blue, black, red and white, approx. volume 450 ml/container		
115.2.44	Oil Paint Set set of 12 tubes of high quality oil paints in different colours, approx. 150 ml/tube		
115.2.45	Oil Painting Set a starter case containing essential colours and equipment needed to paint a picture set consisting of: 11 colours balsamterpentine linseed oil palette tray and knife charcoal 2 brushes palette and panel		
115.2.46	Easel for Painters field easel for painters, made of wood, dismantled, approx. height from 1250 up to 1800 mm		

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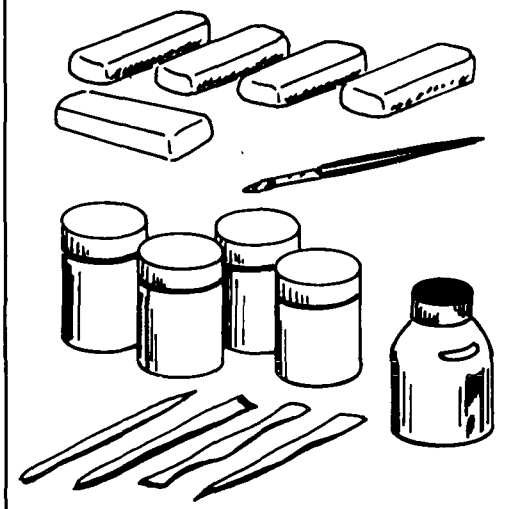
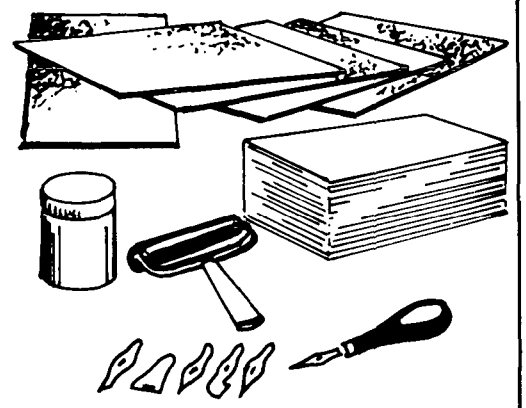
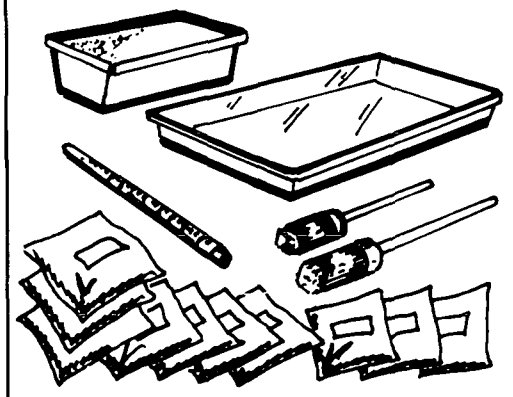
Item	Description	Quantity	Illustration
115.2.47	Modelling Clay Kit for hobby activity, with clay to be hardened in oven or in boiling water complete with: clay in 5 different colours approx. 100 grams each 4 different colours for painting 1 litre varnish brush modelling pegs		
115.2.48	Plaster approx. 1 kg per pack		
115.2.49	Lino Printing Kit suitable for linoprint on paper containing: 5 different shaped knives with handles 5 lino plates approx. 200 x 400 mm 100 sheets paper for linoprint 1 roller approx. width 100 mm water soluble black paint for lino-print on paper approx. 250 ml manual for linoprint		
115.2.50	Batik Dyeing Kit suitable for dyeing cloth set containing: wax approx. 500 g one thermometer up to +200°C 2 round brushes one stainless bowl approx. volume 4,5 litre 10 different batik colours approx. 15 gram each one colour chart for colour mixing sodium hydrosulphite approx. 500 gram pH-reactive paper for control of the colour lake manual for batik dyeing		

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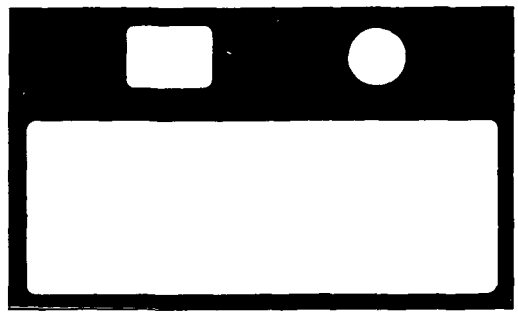
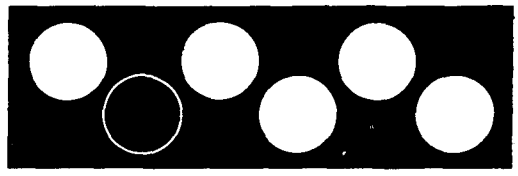
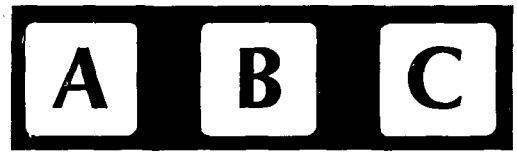
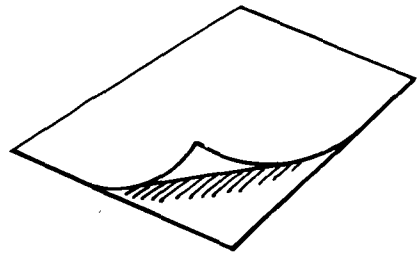
Item	Description	Quantity	Illustration
115.2.51	Self Adhesive Label Set set of 3 packs, white, for all purpose use, approx. label size and quantity: round 10 mm - 1200 pcs 15 x 20 mm - 1200 pcs 100 x 35 mm - 90 pcs		
115.2.52	Coloured Label Set set of 6 colour self-adhesive round labels, approx. 150 labels per colour approx. diameter 10 mm		
115.2.53	Letter Labels self-adhesive labels with letters A-Z, approx. 360 labels per pack approx. dimension 20 x 20 mm		
115.2.54	Numbering Labels self-adhesive labels numbered from 1 to 99, approx. 500 labels per pack approx. dimension 20 x 20 mm		
115.2.55	Self Adhesive Sheets size A4, suitable for cutting labels in required size, white		

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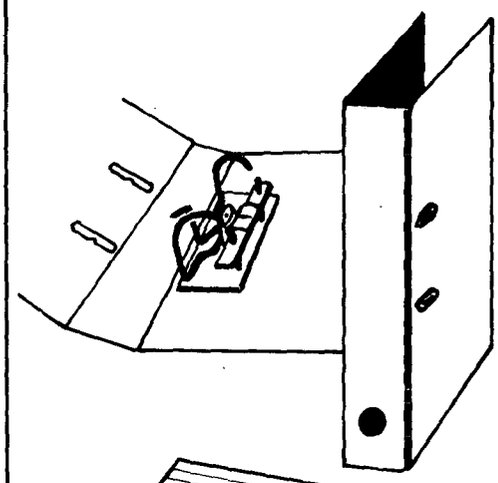
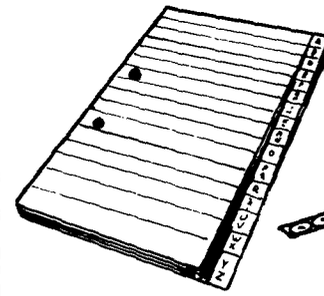
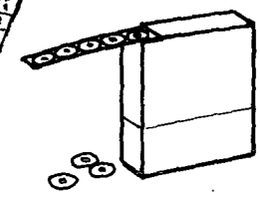
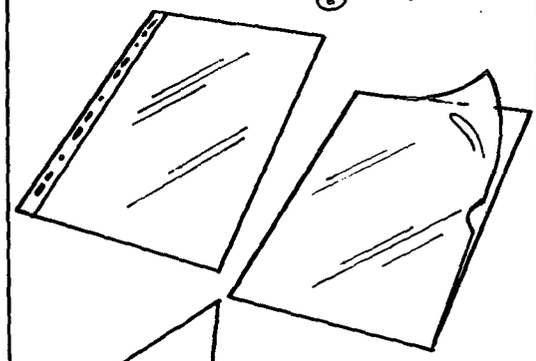
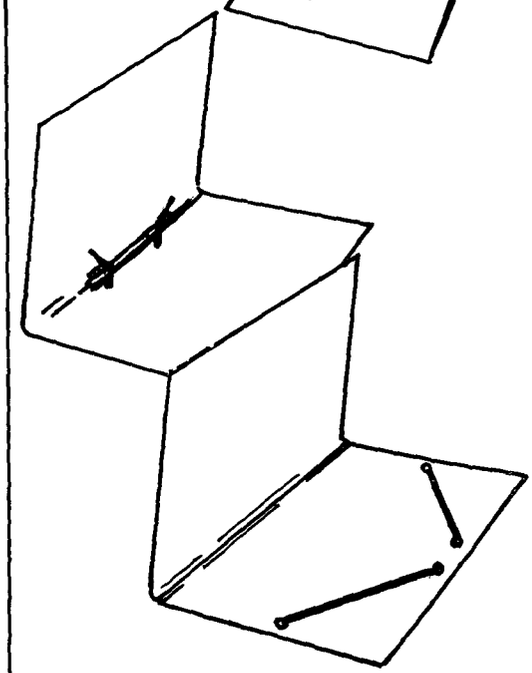
Item	Description	Quantity	Illustration
115.2.56	Files strong plastic cover files with strong filing mechanism, distance between holes 80 mm, for A4 size paper, width of back approx. 80 mm		
	Index cardboard index, size A4, distance between holes 80 mm		
115.2.57	A-Z alphabetical index		
115.2.58	1-31 daily index		
115.2.59	1-52 weekly index		
115.2.60	Reinforcement Rings self-adhesive plastic rings for reinforcing the holes on indexes or documents in files, approx. 1000 rings in a dispenser		
115.2.61	Plastic Punched Pockets transparent strong plastic covers for filing of A4 documents, open at the top with strong rim, distance between holes 80 mm, approx. 100 pcs per box		
115.2.62	Plastic Folder clear strong plastic cover for A4 paper, open at the top and one side, with thumbgrasp, approx. 100 pcs per box		
115.2.63	Plastic Files with blue back cover and side, and clear plastic front, for A4 documents, complete with paper holder, distance between holes 80 mm		
115.2.64	Cardboard File for A4 documents with elastic bands to retain contents secure and tidy		

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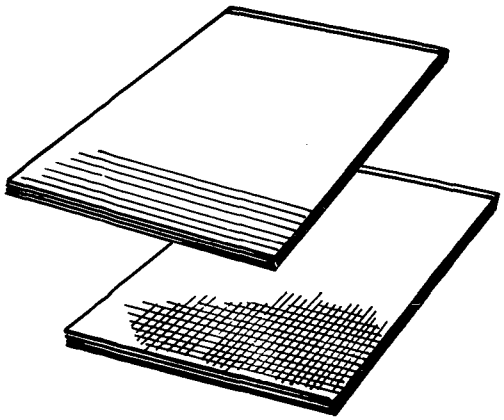
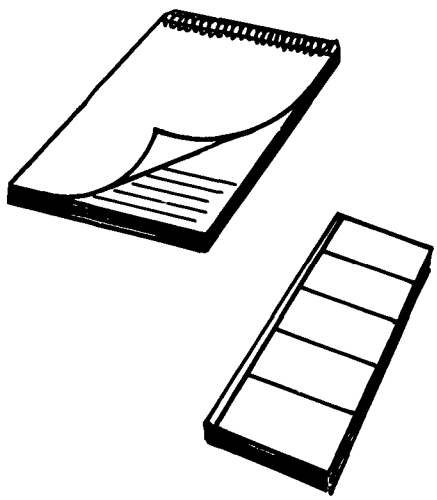
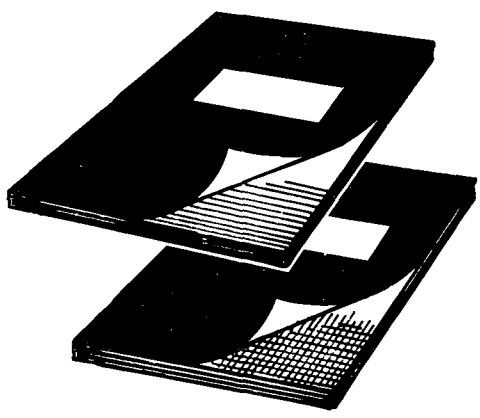
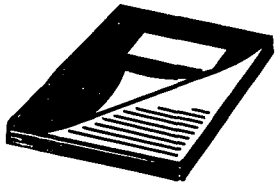
Item	Description	Quantity	Illustration
	Writing Pad - Lined 100 sheets per pad, white		
115.2.65	Size A5		
115.2.66	Size A4		
	Writing Pad - Squared with 5 mm squares, 100 sheets per pad, white		
115.2.67	Size A5		
115.2.68	Size A4		
115.2.69	Steno Pad white with lines, 100 sheets per pad, size A5		
115.2.70	Note Pad tab pad, with approx. 5x75 tabs per pad, approx. size 120 x 250 mm		
	Exercise Book - Lined white with lines, approx. 50 pages (25 sheets)		
115.2.71	Size A5		
115.2.72	Size A4		
	Exercise Book - Squared with 5 mm squares approx. 50 pages (25 sheets)		
115.2.73	Size A5		
115.2.74	Size A4		
115.2.75	Note Book strong cardboard cover, lined, each book containing approx. 100 pages (50 sheets), size A6		
	Note: A4 size 210 x 297 mm A5 size 148 x 210 mm		

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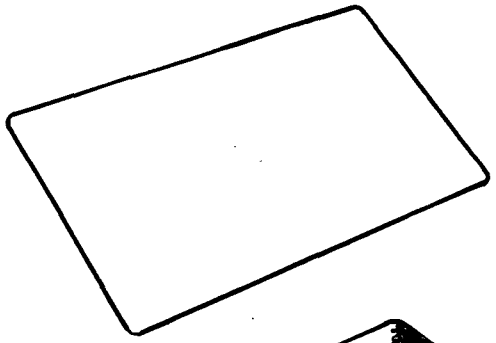
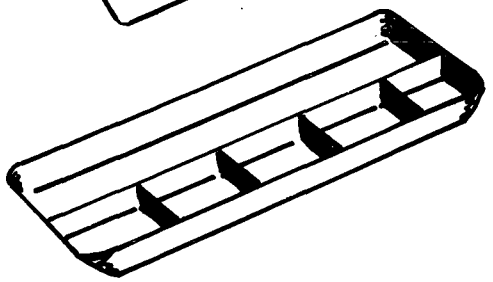
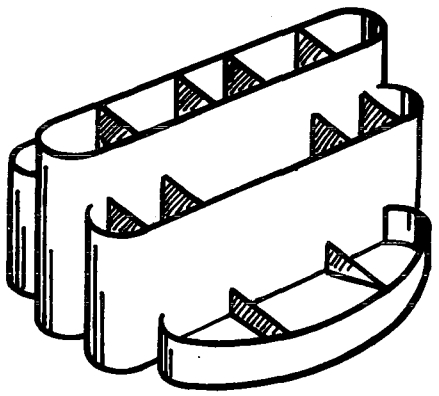
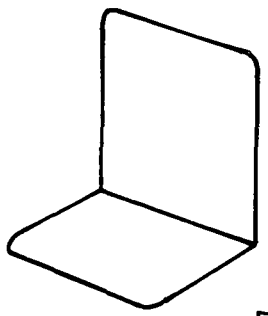
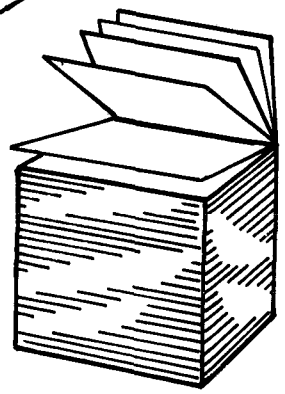
Item	Description	Quantity	Illustration
115.2.76	Desk Pad plastic with foam rubber backing, approx. size 520 x 400 mm		
115.2.77	Desk Tidy - Small plastic tray for pencils, erasers, clips etc., with 5-6 pigeon compartments, approx. size 250 x 130 mm		
115.2.78	Desk Tidy - Big for pencils, pens, scissors, glue, pins, clips etc. approx. size: 300 mm diameter 100 mm height		
115.2.79	Book-end in metal, flanged, approx. size 125 x 125 x 125 mm		
115.2.80	Note Paper Cube white paper, approx. size 100 x 100 x 100 mm		

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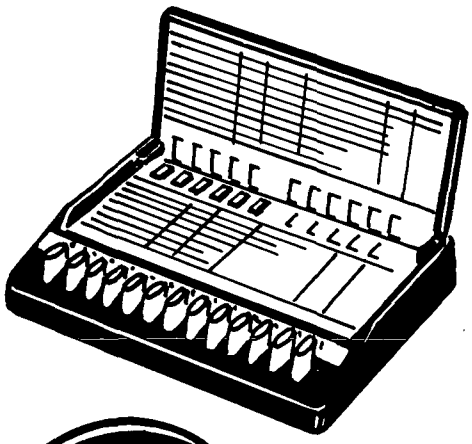
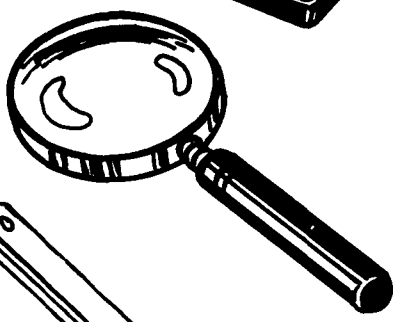
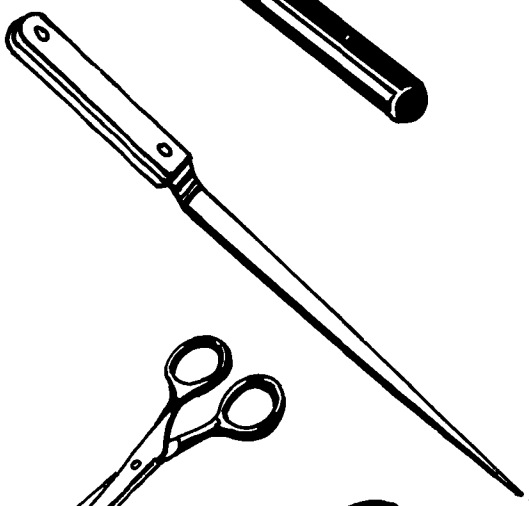
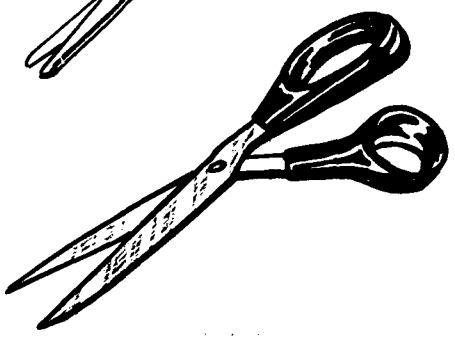
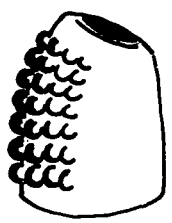
Item	Description	Quantity	Illustration
115.2.81	Telephone Index with plastic cover and alphabetic push button device, to be used separately from the telephone, for approx. 600 telephone numbers		
115.2.82	Magnifier with plastic handle, 2 x magnifications, approx. diameter 100 mm		
115.2.83	Paper Knife letter opener with blade of steel and wooden handle, approx. length 250 mm		
115.2.84	Paper Scissors - 125 mm small, good quality, approx. length 125 mm		
115.2.85	Paper Scissors - 200 mm made of stainless steel with plastic handle, approx. length 200 mm		
115.2.86	Thimblett Set set of 12 rubber caps for fingers when collating paper and notes, assorted in small, medium and large sizes		

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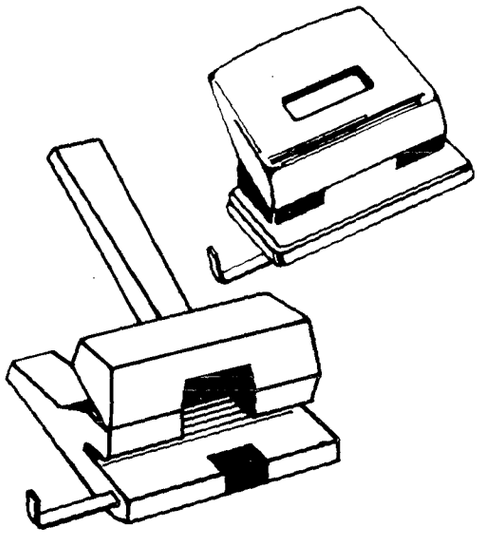
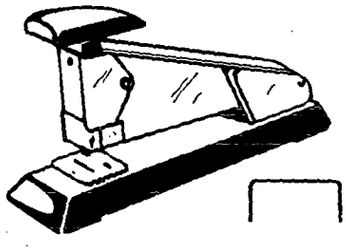
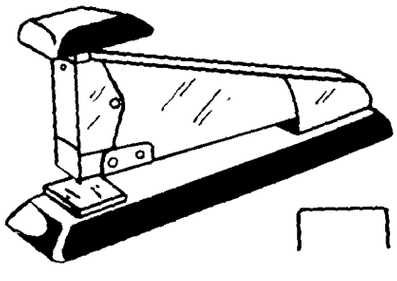
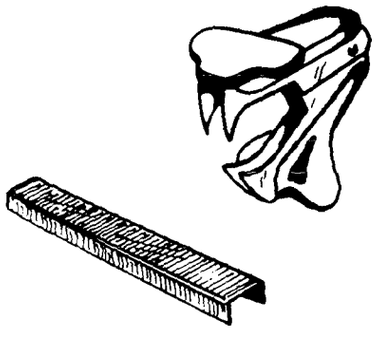
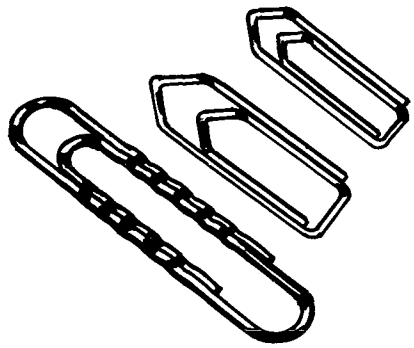
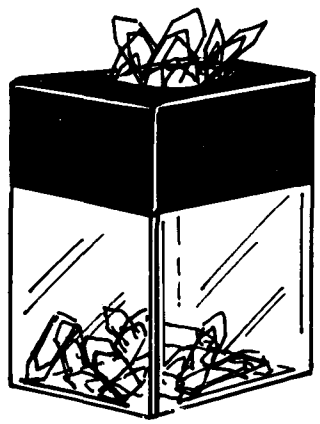
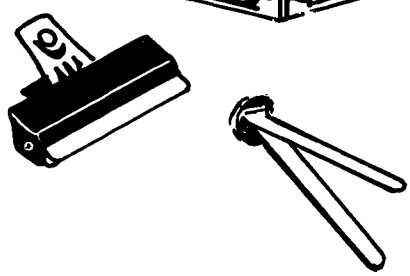
Item	Description	Quantity	Illustration
115.2.87	Hole Puncher - 2 mm made of metal, punching capacity of maximum 2 mm, distance between holes 80 mm		
115.2.88	Hole Puncher - 5 mm made of metal, with paper guide, punching capacity of maximum 5 mm, distance between holes 80 mm		
115.2.89	Stapler - Small strong steel constructed stapler for office use, with holding capacity of 100 staples, complete with 10.000 staples 6 mm		
115.2.89A	Staples 6 mm approx. 5.000/box		
	Note: dimension(s) and type(s) of staples and model of stapler should be specified in the request		
115.2.90	Stapler heavy duty office stapler in steel construction, with holding capacity of 200 staples, complete with 20.000 staples 6 mm		
115.2.91	Staple Remover in metal with plastic handle for removing staples		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
	Paper Clips boxes containing approx. 100 clips		
115.2.92	25 mm		
115.2.93	45 mm		
115.2.94	80 mm		
115.2.95	Container for Paper Clips transparent plastic container with magnetic top		
115.2.96	Clips heavy duty clips, approx. width 70 mm		
115.2.97	Paper and Envelope Fastener to close large envelopes or fasten several sheets, box containing approx. 100 pcs approx. length 30 mm		
115.2.98	Drawing Pin standard size, in box, approx. 100 pcs per box		
115.2.99	Map Tack Set set of 5 boxes, each containing 100 pcs of round headed tacks with approx. 4 mm head diameter in different colours		

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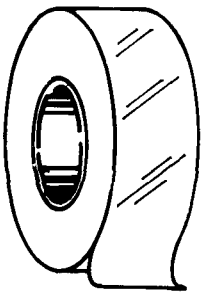
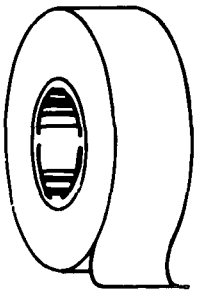
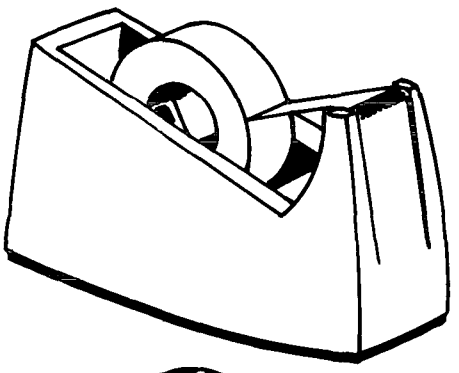
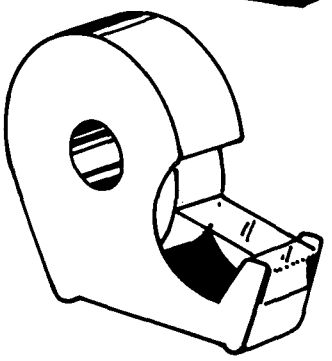
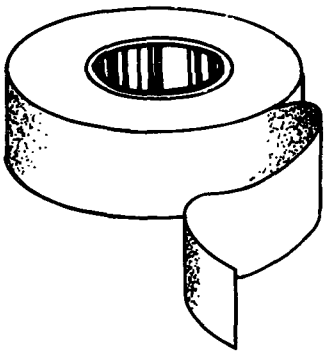
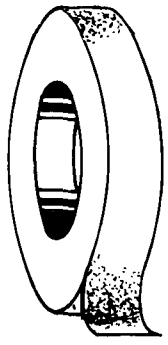
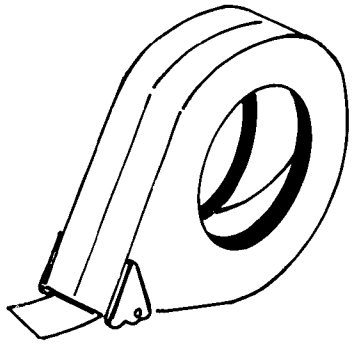
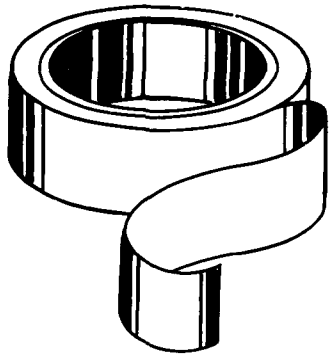
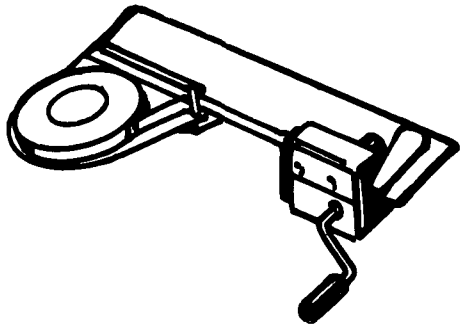
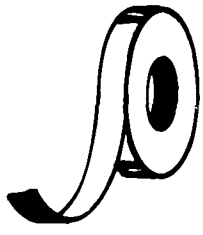
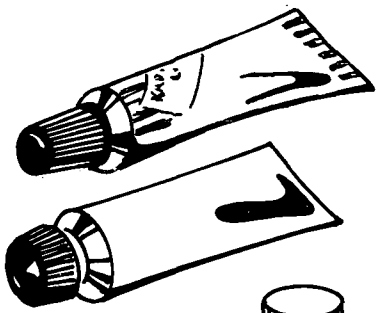
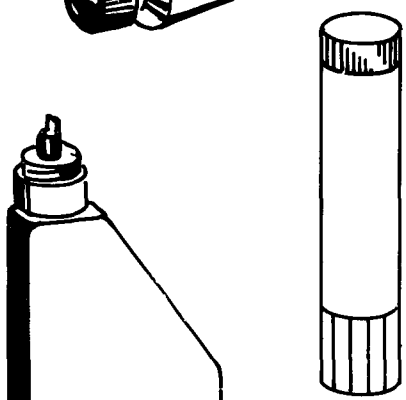
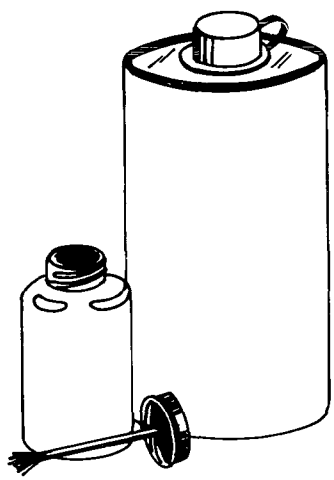
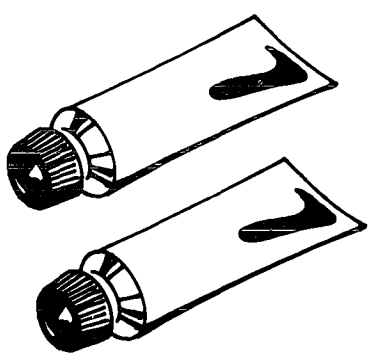
Item	Description	Quantity	Illustration
115.2.100	Clear Adhesive Tape clear cellophane tape for all purpose sealings, approx. length 30 m approx. width 19 mm		
115.2.101	Magic Tape invisible mending tape, possible to write on and moisture resistant, approx. length 30 m approx. width 19 mm		
115.2.102	Desk Tape Dispenser heavy metal base, suitable for tapes of up to 19 mm width and 30 m length		
115.2.103	Hand Tape Dispenser small plastic dispenser for tapes of up to 19 mm width and 30 m length		
115.2.104	Masking Tape crepe type, adhesive paper tape, suitable to fix drawing paper to drawing boards, approx. length 50 m approx. width 19 mm		

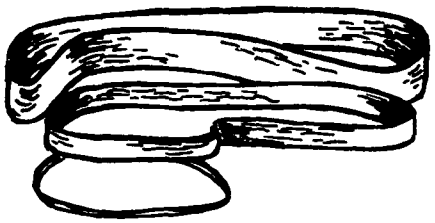
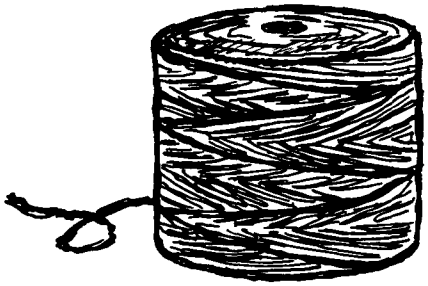
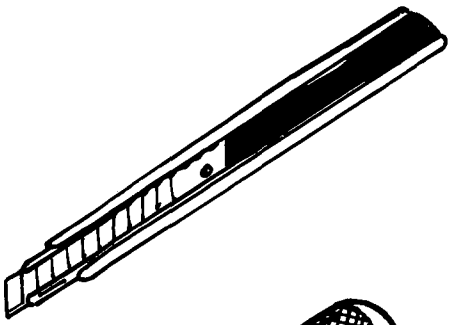
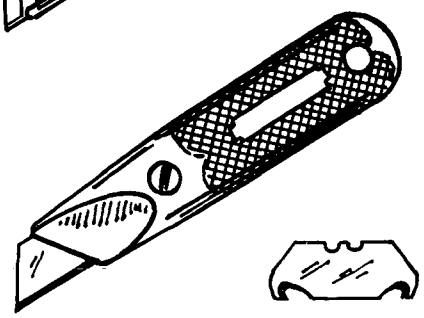
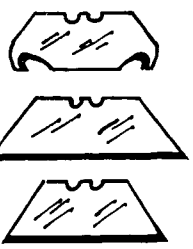
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.2.105	Case Sealing Tape strong brown vinyl tape for all kinds of packages, cartons and parcels, moisture resistant, approx. length 65 m approx. width 38 mm		
115.2.106	Tape Dispenser for case sealing tape, hand operated tape applicator for rapid closure of cartons, for 38 mm tape with 65 m length		
115.2.107	Textil Tape Set set of 2 tapes, black and red, waterproofed, strong and with good adhesive ability, approx. length 25 m approx. width 19 mm		
115.2.108	Edge Binding Apparatus to bind the edges of technical drawings, complete with mounting clamp, to accommodate 13 mm edge binding tape reels		
115.2.109	Edge Binding Tape suitable for edge binding apparatus, white, approx. length 25 m approx. width 13 mm		

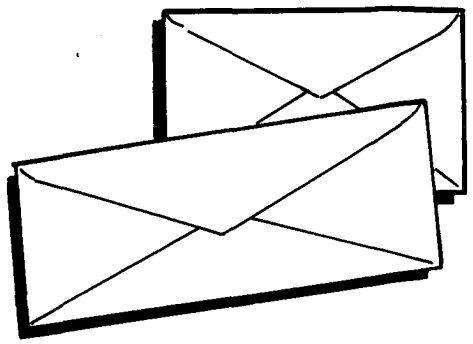
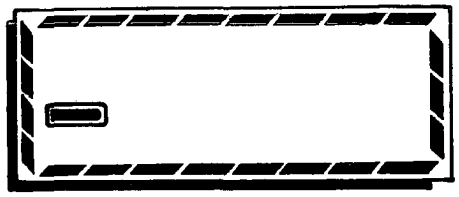
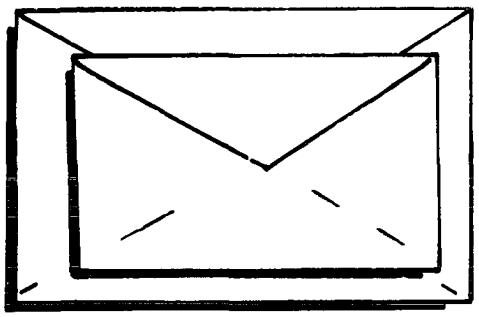
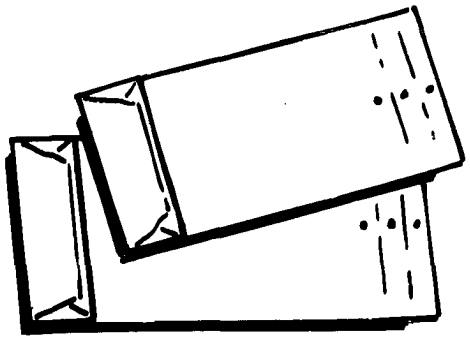
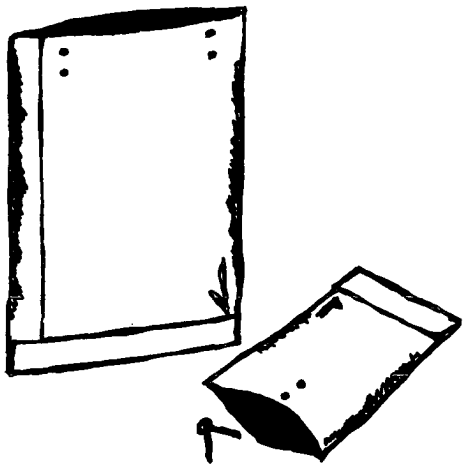
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.2.110	All Purpose Glue clear wrinkle-proof glue for all purpose in tube; water, heat and cold resistant, approx. volume 35 ml		
115.2.111	Multipurpose Glue glue for leather, rubber, synthetic materials, metal, wood and glass, approx. volume 50 ml		
115.2.112	Paper Glue - Stick gluestick for ordinary paper gluing approx. weight 20 g		
115.2.113	Paper Glue - Spreading in plastic bottle, with top for easy instant spreading, wrinkle-proof, approx. volume 85 ml		
115.2.114	Rubber Glue for all kinds of paper and cardboard gluing, in glass bottle with brush, wrinkle-proof, approx. volume 120 ml		
115.2.115	Rubber Glue Refill in metal container for all kinds of paper and cardboard gluing, approx. volume 500 ml		
115.2.116	Two Component Glue in tubes comprising binder and hardener, clear fast drying suitable for metal, glass, stone, wood and leather, approx. volume 15 ml each		

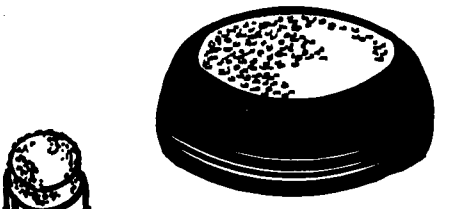
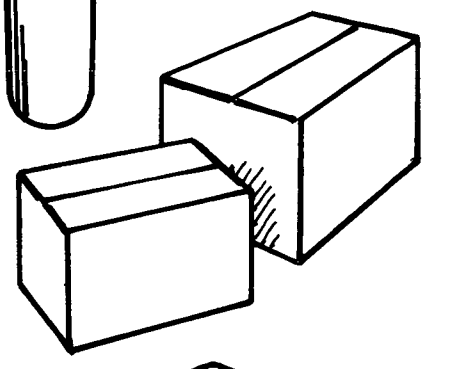
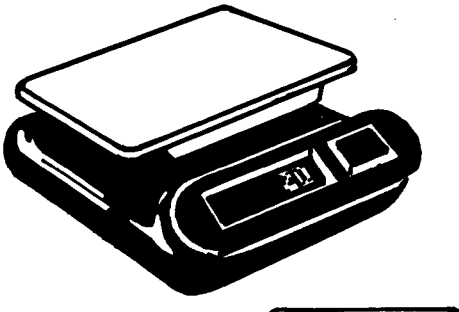
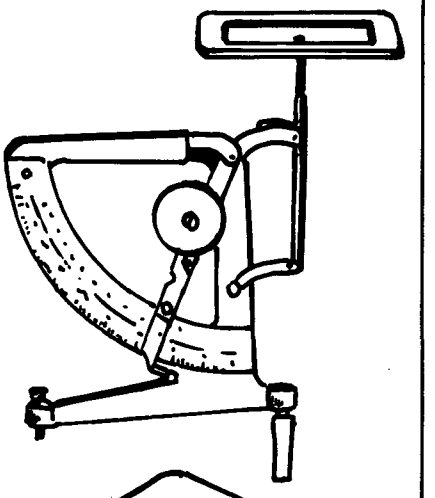
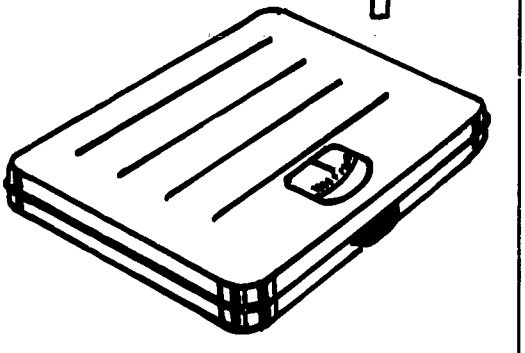
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.2.117	Rubber Band Set set of 3 sizes each containing 500 gr approx. length 50 to 100 mm approx. width 2 to 6 mm		
115.2.118	String - Thick sisal line twines, three-ply, approx. specifications: diameter 4 mm weight 5 kg length 650 m		
115.2.119	String - Thin strong quality, three-ply, approx. specifications: diameter 1 mm weight 0,5 kg length 250 m		
115.2.120	Trimming Knife - Break-off with plastic handle containing one "break-off" blade with 8 edges, supplied with 10-12 spare blades		
115.2.121	Trimming Knife - Heavy heavy duty for cardboard cutting, metal handle and 3 different shaped blades		 

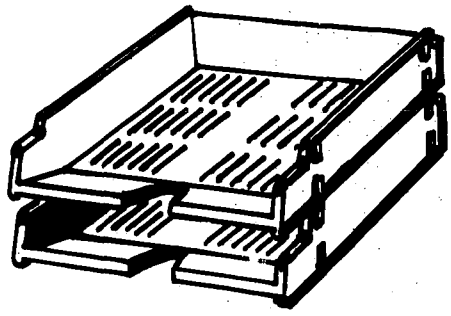
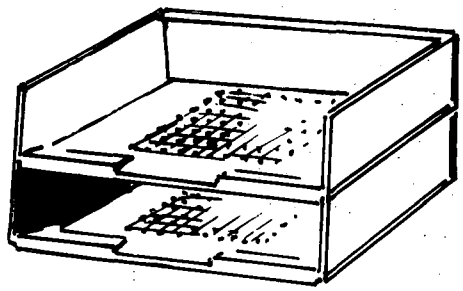
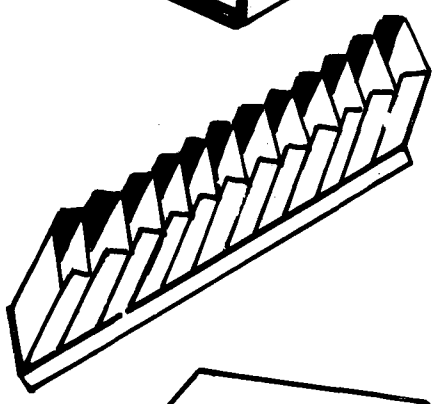
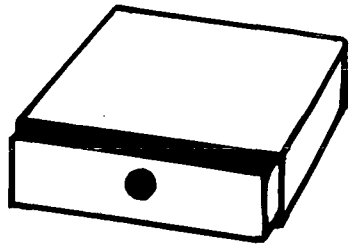
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
	Envelopes - Business white, normal business quality, approx. 80 grams per square metre		
115.2.122	Size C6 (114 x 162 mm)		
115.2.123	Size E65 (110 x 220 mm)		
115.2.124	Envelopes - Airmail airmail type approx. 50 grams per square metre, size E65 (110 x 220 mm)		
	Envelopes - Strong light brown, strong quality, approx. 80 grams per square metre		
115.2.125	Size C5 (162 x 229 mm)		
115.2.126	Size C4 (229 x 324 mm)		
	Sample Bags light brown bags to be sealed with envelope clips or stapler, strong quality, approx. 110-140 grams per square metre		
115.2.127	Size 125 x 290 mm		
115.2.128	Size 250 x 425 mm		
	Padded Bags padded brown bags for items of mail, to be sealed with envelope clips or stapler		
115.2.129	Size 120 x 250 mm		
115.2.130	Size 260 x 400 mm		
	Note: See Annex III how to fold an A4 paper to fit different sizes of envelopes .		

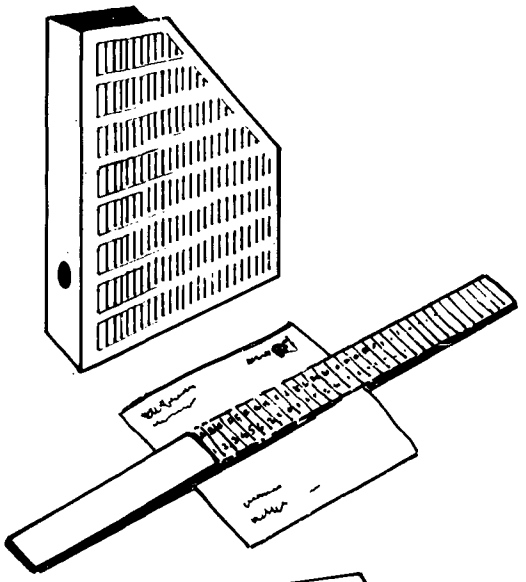
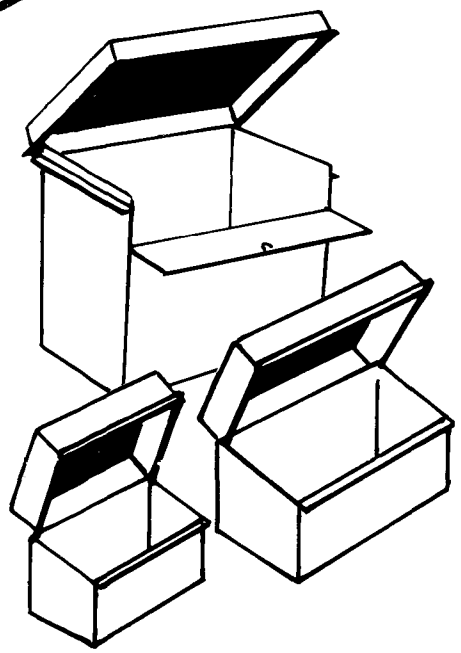
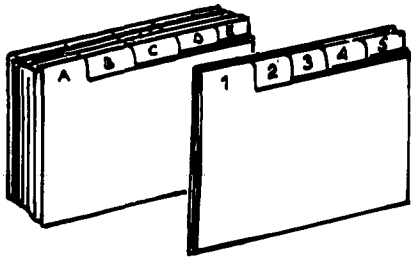
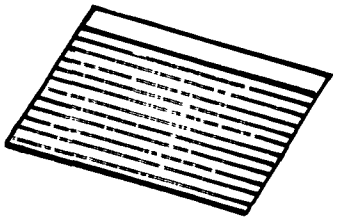
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.2.131	Sponge plastic container with sponge for moistening stamps		
115.2.132	Damper plastic bottle with sponge top for moistening envelopes and adhesive paper		
	Cartons cartons made of corrugated boards, unassembled but easy to put together approx. dimensions:		
115.2.133 115.2.134	350 x 250 x 250 mm 480 x 330 x 240 mm		
115.2.135	Scale battery operated, with digital display, complete with batteries, approx. capacity 1000 grams		
115.2.136	Letter Scale made of metal, dual capacity by a changeable arm, zero adjustments, approx. capacity: mail scale 0-500 grams precisions scale 0-100 grams		
115.2.137	Parcel Scale in metal to weigh bulky items, button to lock the scale to permit reading after package is removed, approx. capacity 100 kg with 500 grams intervals, approx. dimension 350 x 250 x 50 mm		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

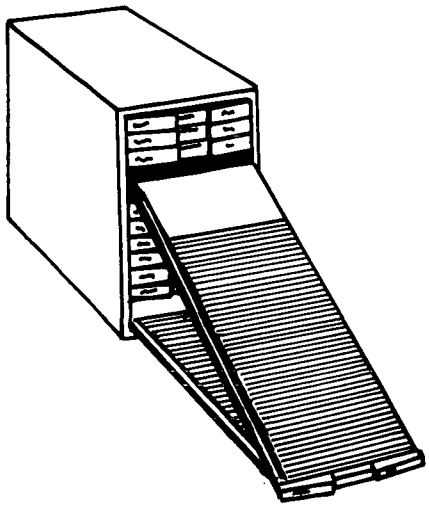
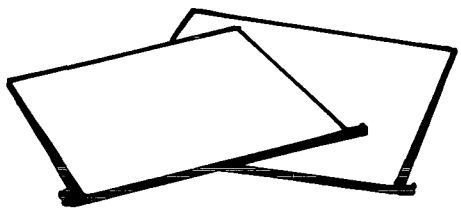
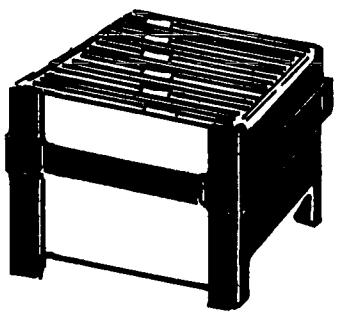
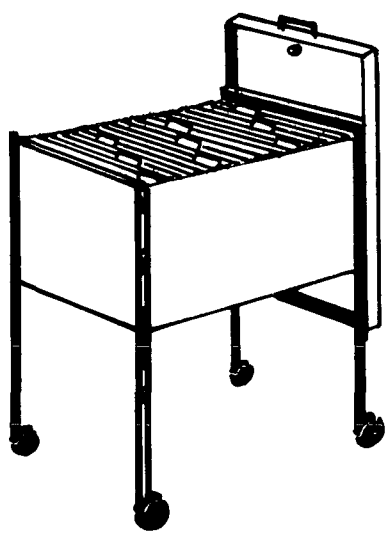
Item	Description	Quantity	Illustration
115.2.138	Desk Tray - Shortside made of plastic, for A4 size paper, stackable		
115.2.139	Desk Tray - Longside made of plastic, for A4 size paper, open at the long side		
115.2.140	Storage Cabinet made of plastic, with 7 drawers for A4 size paper, approx. dimensions: 250 x 365 x 325 mm		
115.2.141	Tray for Forms metal frame with 12 plastic trays for A4 size paper, suitable when sorting the mail or as a brochure stand, suitable for wall mounting or table, approx. length 900 mm height 350 mm		
115.2.142	Storage Box made of cardboard for storing A4 size paper, approx. height 70 mm		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

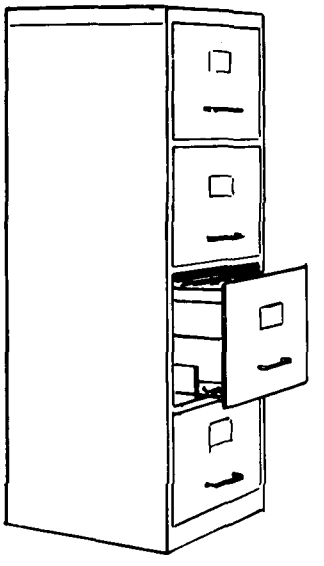
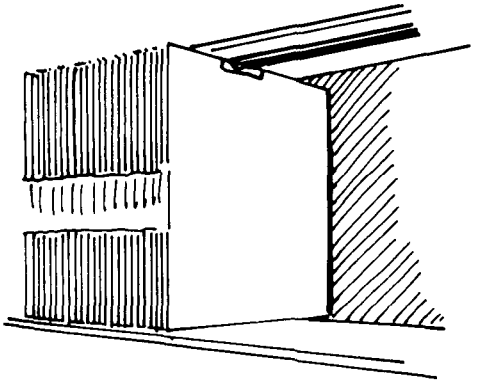
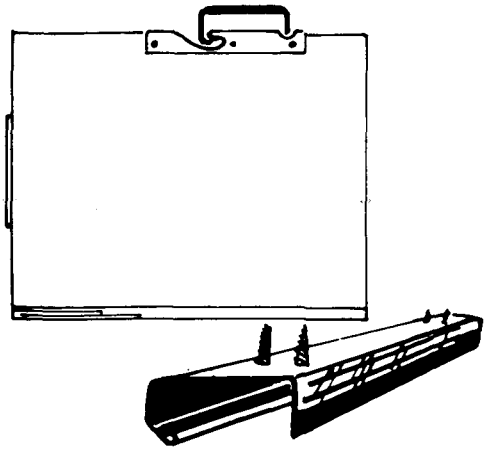
Item	Description	Quantity	Illustration
115.2.143	Information Box made of plastic, for storing booklets, catalogues, brochures or magazines, size A4		
115.2.144	Sorter expanding file for sorting paper, with index A-Z and numbered 1-31		
115.2.145	Archive Box made of plastic, to store A4 sized documents in suspension files, complete with 25 suspension files approx. dimensions: 230 x 200 x 250 mm		
	Card Index Box made of plastic, for 500 cards		
115.2.146 115.2.147	Size A5 Size A6		
	Card Alphabetical Index made of cardboard, printed A-Z		
115.2.148 115.2.149	Size A5 Size A6		
	Card Numbered Index made of cardboard, printed 1-31		
115.2.150 115.2.151	Size A5 Size A6		
	Cards - lined white cards with writing lines, 100 cards per pack		
115.2.152 115.2.153	Size A5 Size A6		

Note:
A4 - 210 x 297 mm
A5 - 148 x 210 mm
A6 - 105 x 148 mm

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.2.154	Stock Control System metal cabinet with 12 drawers, each drawer containing approx. 70 pockets for A5 size paper, complete with: approx. 800 neutral cards		
	Suspension Files box containing approx. 25 pcs suspension files made of strong cardboard with metal strip and plastic label cover		
115.2.155 115.2.156	Size A4 (320 x 240 mm) Size Folio (390 x 240 mm)		
115.2.157	File Storage Stand desk stand made of plastic for storage of A4 suspension files, complete with 25 pcs A4 suspension files, approx. size 350 x 350 x 250 mm		
115.2.158	Mobile File Storage Stand metal constructed with 4 castors, for A4 suspension files, with lockable cover complete with 100 pcs A4 suspension files, approx. size 500 x 360 x 600 mm		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
	Filing Cabinet strong metal construction with 4 drawers for A4 or folio suspension files, central safety lock, tip locking device: only one drawer at a time can be opened, complete with 300 suspension files		
115.2.159	Size for A4 (415 x 700 x 1290 mm)		
115.2.160	Size for folio (490 x 700 x 1290 mm)		
115.2.161	Suspension File for Rail System box containing approx. 50 pcs suspension files with side cover for safe and secure filing of A4 documents, made of strong cardboard with holder to fit special rail, approx. size 320 x 260 mm		
115.2.162	Rail for Suspension Files to be mounted in office cabinets or shelves for suspension of files, approx. length 1 m		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Section 3 - Office Machines

- Common models of typewriters and calculators are available to support the requirements for the administration of different kinds of projects. This section also includes a microfiche reader and a reader-printer.

- For each model of typewriter a wide selection of scripts and keyboards can be supplied. All typewriters shown in this guidelist have item numbers for English, French and special language keyboards.
The language of the keyboard must be specified in the equipment request.

English

French

- all typewriters shown here can be supplied with "Elite" or "Pica" which are two common types of script. If you prefer one of the scripts, please state that script in the request. Electronic typewriters are delivered with both Elite and Pica typewheels.

Elite

Ein Name, der sich
Ländern der Welt.

1 2 3 4 5 6 7 8 9

A B C D E F G H I

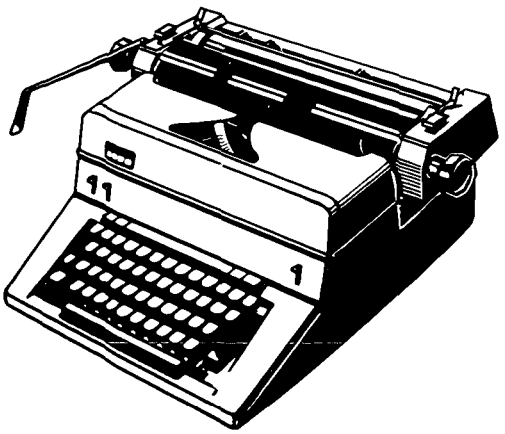
Pica

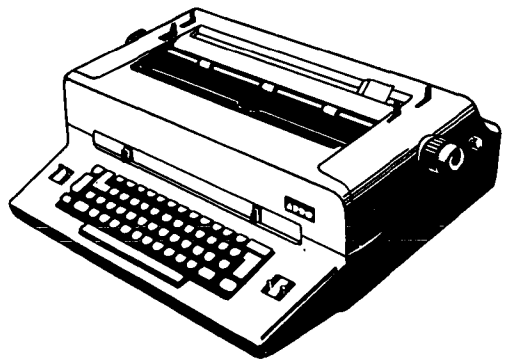
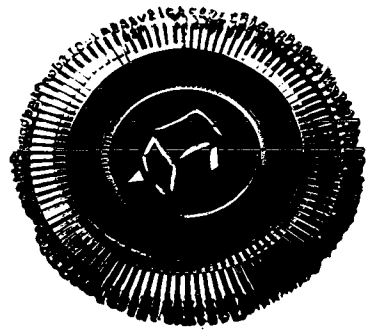
Ein Name, der sich
Ländern der Welt.

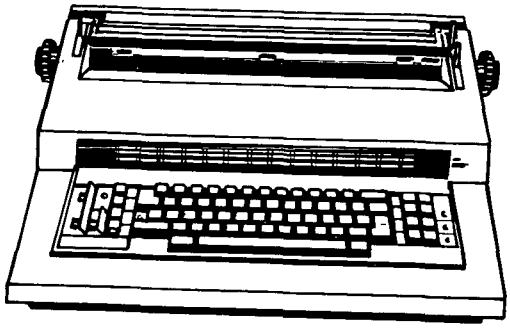
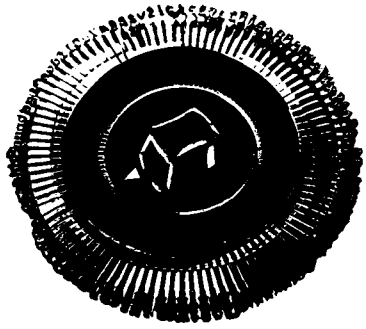
1 2 3 4 5 6 7 8 9

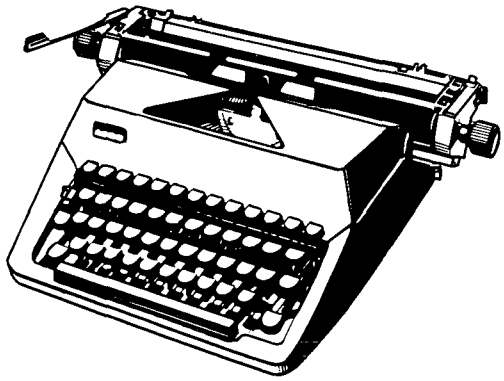
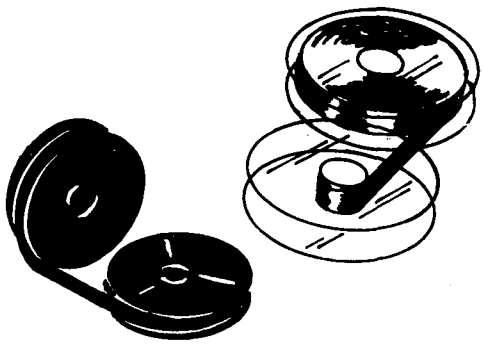
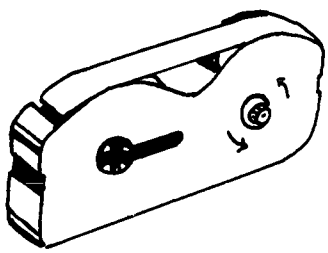
- When ordering typewriter ribbons, please state make and model of the typewriter(s).

Item	Description	Quantity	Illustration
	Manual Portable Typewriter		
	strongly constructed with: back and half-space correction key segment shift triple setting line space selection 1, 1 1/2 and 2 lines ribbon selection switch, black, red or for stencils tabulator set with single and total clearance two margin setters carriage, margin and paper release key typestyle Pica or Elite		
	complete with: user's manual carrying case 5 spare ribbons		
	English keyboard:		
115.3.1	240 mm carriage		
115.3.2	330 mm carriage		
	French keyboard:		
115.3.3	240 mm carriage		
115.3.4	330 mm carriage		
	special keyboard (language reference on supplementary data sheet):		
115.3.5	240 mm carriage		
115.3.6	330 mm carriage		
	Note: keyboard language should be specified in the request		

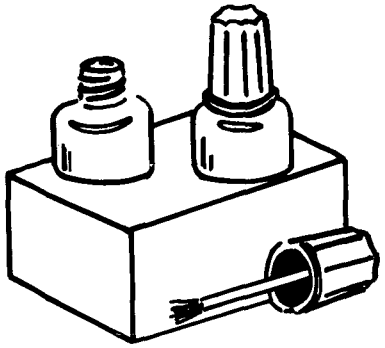
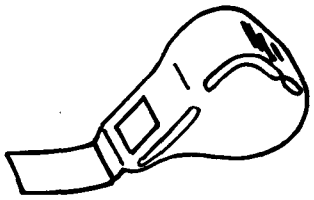
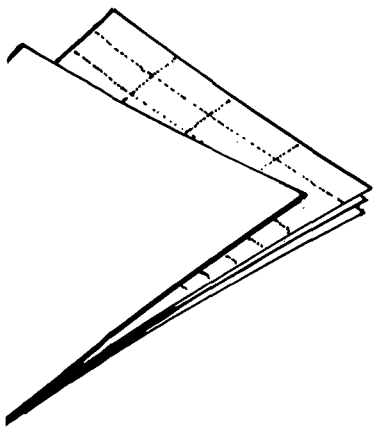
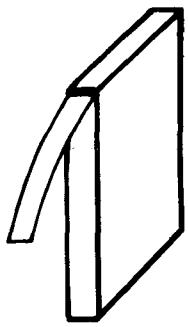
Item	Description	Quantity	Illustration
	Manual Stationary Typewriter		
	heavy-duty office typewriter with: back and half-space correction key line space selector 1, 1 1/2, 2, 2 1/2 and 3 lines ribbon selection switch, red, black or for stencils tabular set and clearance key two margin setters carriage, margin and paper release key setting impression regulator for the individual control of the strength of printout typestyle Pica or Elite		
	complete with: user's manual dust cover 5 spare black and red ribbons		
	English keyboard:		
115.3.7	330 mm carriage		
115.3.8	380 mm carriage		
115.3.9	460 mm carriage		
	French keyboard:		
115.3.10	330 mm carriage		
115.3.11	380 mm carriage		
115.3.12	460 mm carriage		
	special keyboard (language reference on supplementary data sheet):		
115.3.13	330 mm carriage		
115.3.14	380 mm carriage		
115.3.15	460 mm carriage		
	Note: keyboard language should be specified in the request		

Item	Description	Quantity	Illustration
	Electronic Typewriter - 360 mm typewriter working with typescripts on wheels and with correction facility to eliminate typing errors with: pitch selector for the choice of 10 or 12 characters per inch, providing possibility to use many sorts of typescripts correction key with memory allowing automatic correction of approx. 50 characters line space selector for 1, 1 1/2 and 2 lines setting impression regulator for good printout when using several carbon copies tabular set and clearance key two margin setters margin- and paper release key back and half-space correction key approx. width of carriage 360 mm complete with: user's manual one typewheel style Pica 10 pitch one typewheel style Elite 12 pitch 5 spare black ribbons 5 spare correction ribbons dust cover		 
115.3.16	English keyboard		
115.3.17	French keyboard		
115.3.18	special keyboard		
	Note: keyboard language should be specified in the request		

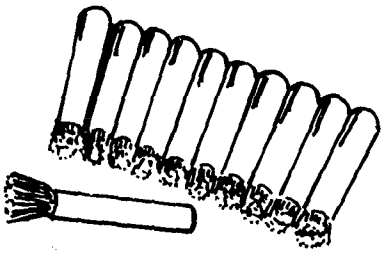
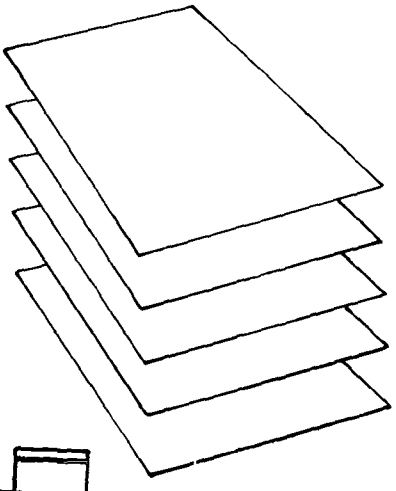
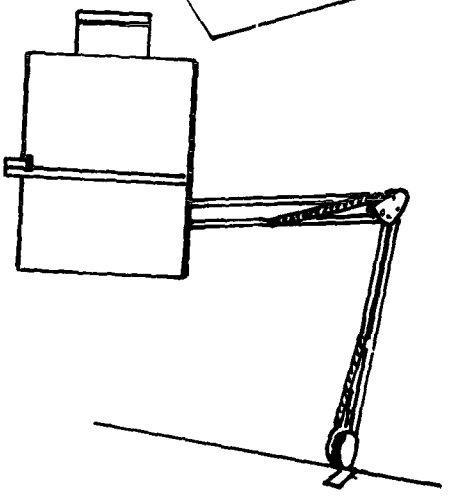
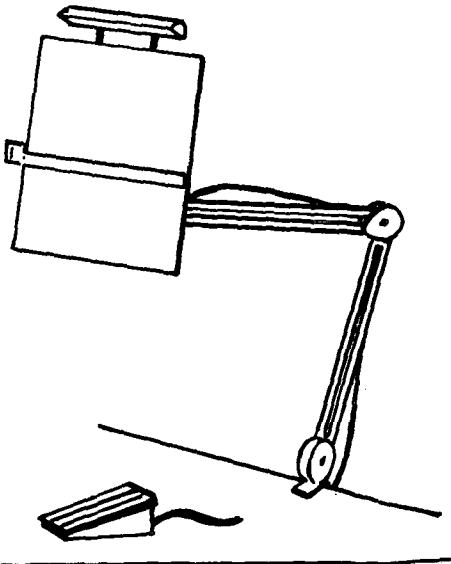
Item	Description	Quantity	Illustration
	Electronic Typewriter - 420 mm heavy-duty electronic typewriter with tyepscripts on wheels with possibility to eliminate typing errors with: LCD display for approx. 15 characters correction key for automatic corrections of one line approx. 350 characters line space selector for 1 to 4 lines pitch selector for 10, 12 and 15 characters per inch tabular set and clearance key, possibility to store approx. 8.000 characters divided on up to 25 works, in memory automatic functions for: carriage return with new line underlining indication of page end possibility of straight right-hand margin; centering approx. width of carriage 420 mm complete with: user's manual one typewheel style Pica 10 pitch one typewheel style Elite 12 pitch one typewheel style Micron 15 pitch 10 spare black ribbons 10 spare correction ribbons dust cover		
115.3.19	English keyboard		
115.3.20	French keyboard		
115.3.21	special keyboard		
	Note: keyboard language should be specified in the request		

Item	Description	Quantity	Illustration
	Manual Stationary Typewriter		
	special height of script 3,5-4,5 mm, heavy duty		
	back and half-space correction key line space selector 1, 1 1/2, 2, 2 1/2 and 3 lines ribbon selection switch, red, black or for stencils tabular set and clearance key carriage, margin and paper release key setting impression regulator for the individual control of the strength of printout 380 mm carriage		
	complete with: user's manual dust cover 5 spare black and red ribbons		
115.3.22	English keyboard		
115.3.23	French keyboard		
115.3.24	Special keyboard		
	Note: keyboard language should be specified in the request		
	Typewriter Ribbon		
115.3.25	standard length, black		
115.3.26	standard length, dual colour (red/black)		
115.3.27	cartridge type, black		
	Note: when ordering typewriter ribbons, please state make and model of the typewriter(s)		

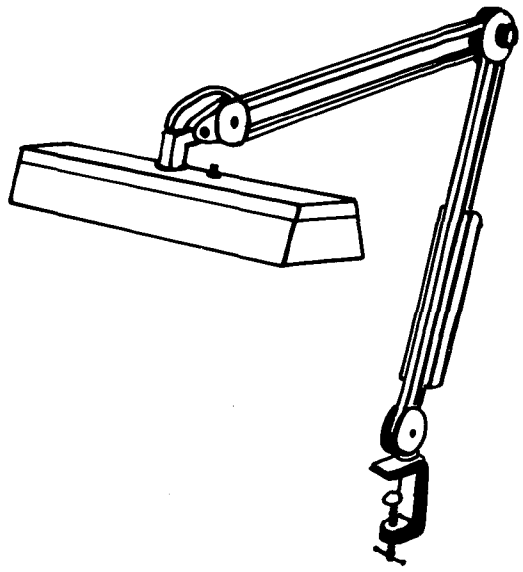
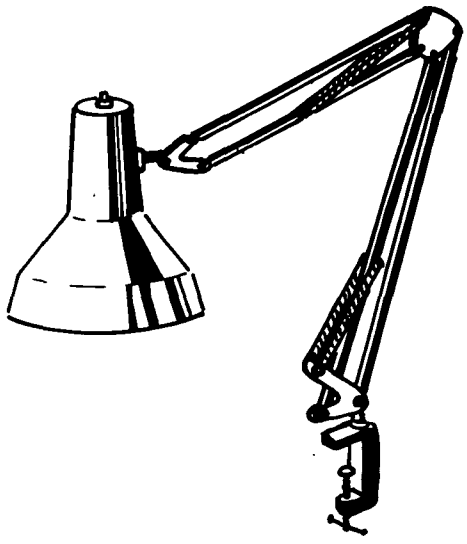
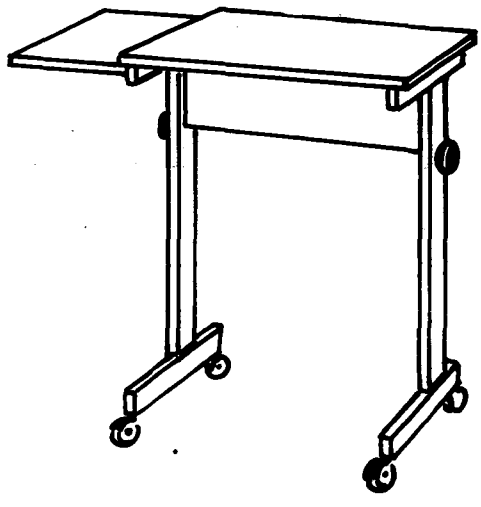
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.3.28	Correction Fluid Set one bottle each of white correction fluid and thinner for easy correction of typing errors, approx. volume 20 ml in each bottle		
115.3.29	Correction Paper Roll white inked paper roll approx. 3 m in a handy plastic container		
115.3.30	Correction Sheets 3 white inked perforated paper sheets in an envelope each sheet containing approx. 16 paper tabs, approx. size 25 x 70 mm		
115.3.31	Correction Tape self adhesive white tape to cover errors, correction can then be typed on the tape, approx. size 4 mm x 15 m		

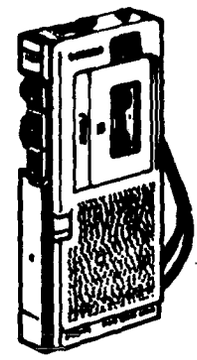
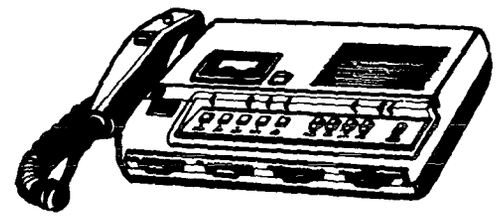
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

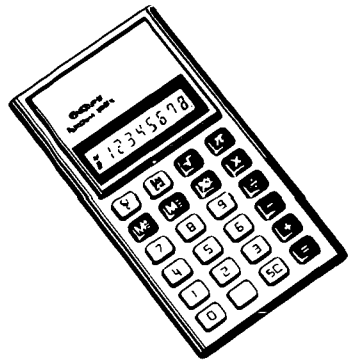
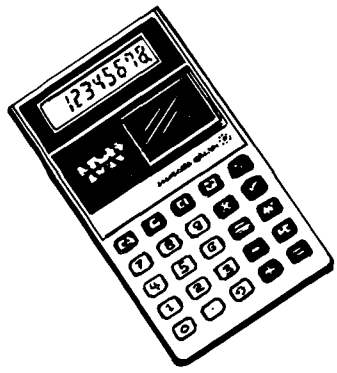
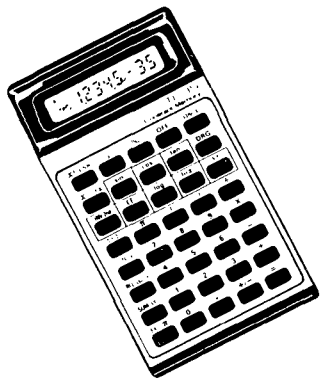
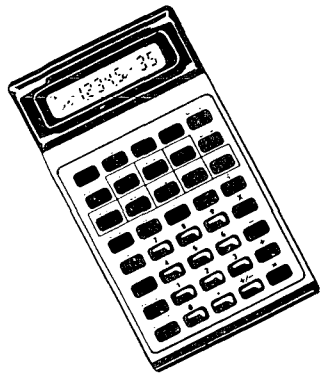
Item	Description	Quantity	Illustration
115.3.32	Type Cleaner for cleaning of type on the typewriter, a plastic case with bristle of textile on one end and an ampoule with cleaning material inside, approx. 20 pcs per box		
115.3.33	Carbon Paper - Typing suitable for typing, size A4, approx. 100 sheets per box		
115.3.34	Carbon Paper - Hand Writing suitable for hand writing, size A4, approx. 100 sheets per box		
115.3.35	Stand for Manuscript for A4 manuscript with adjustable arm and a gliding scale for easier reading of the line		
115.3.36	Stand for Manuscript - Electrical with foot operated electrical remote control, table type, adjustable height, light, magnifying glass type sighting device, for A3-A4 manuscripts complete with: 5 fluorescent lamps		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

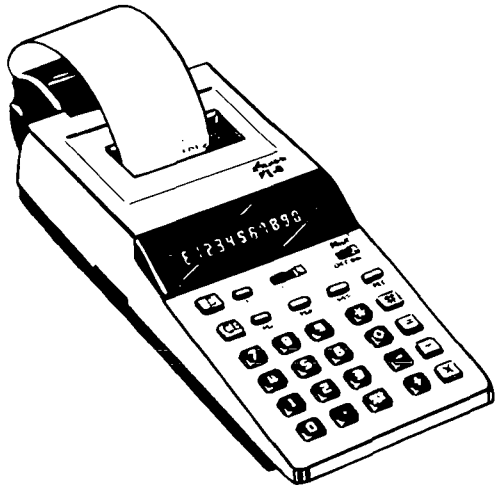
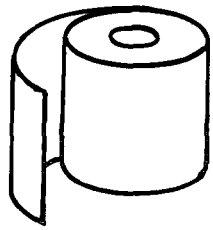
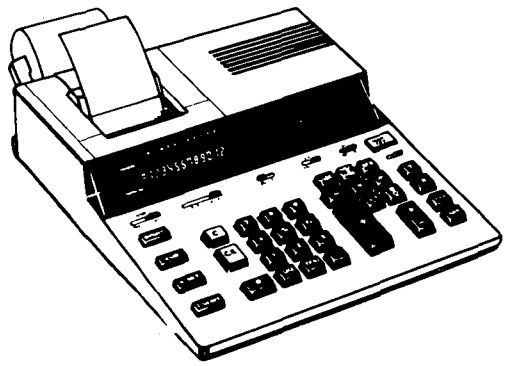
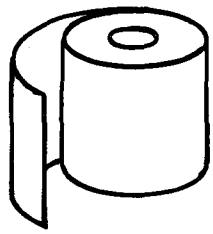
Item	Description	Quantity	Illustration
115.3.37	Desk Lamp Fluorescent with clamp, switch, cable and plug complete with: 5 fluorescent lamps		
115.3.38	Desk Lamp Incandescent with clamp, switch, cable and plug, approx. 60 Watt complete with: 5 screw type bulbs		
115.3.39	Table for Typewriter strong metal frame with wooden top, with extended working top for manuscript to be fitted on required side, adjustable in height with wheels, brakes on at least two wheels, to be delivered dismantled approx. dimensions: 500 x 400 x 700 mm		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

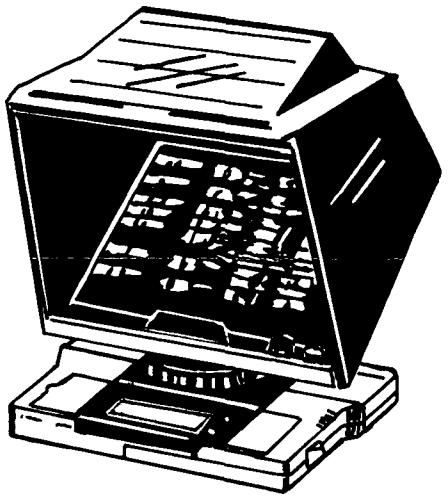
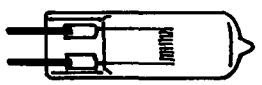
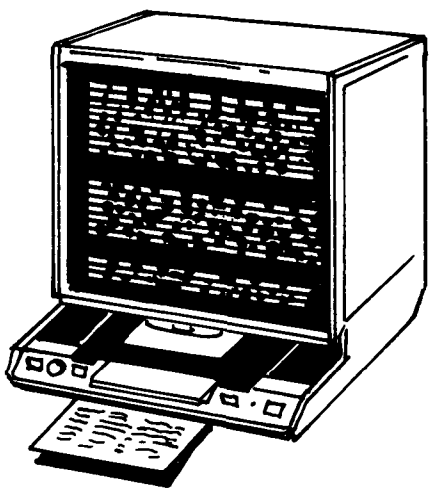
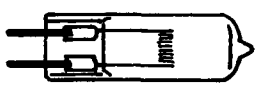
Item	Description	Quantity	Illustration
115.3.40	Pocket Recorder portable, battery operated, to record and playback micro-cassettes, with built-in microphone and loud-speaker, counter, stop and pause function complete with: 5 micro cassettes 2 x 60 minutes one set of batteries user's manual approx. size 120 x 60 x 20 mm		
115.3.41	Dictation- Transcription Machine for easy dictation and transcription of letters, for up to 2 hours recording per cassette, with remote control hand microphone, indication for pre-recorded sound and end of tape counter built-in loudspeaker possibility to record from telephone complete with: 5 micro cassettes 2 x 60 minutes cable and plug user's manual and service manual		
115.3.42	Microcassette 2 x 60 minutes		
115.3.43	Transcription Machine for playback of cassettes recorded on dictation machine, with sound reproduction through built-in loudspeaker or headphones, indication for pre-recorded sound and end of tape counter possibility to operate with foot pedal complete with: headphones foot pedal cable and plug user's manual service manual		

Item	Description	Quantity	Illustration
115.3.44	Pocket Calculator - Standard with 8 digits liquid crystal display, the four basic calculations percent, square root, constant calculations, a memory function, automatic switch-off; powered by two R6 type batteries to be included, user's manual		
115.3.45	Pocket Calculator - Solar with 8 digits liquid crystal display, the four basic calculations, constant, a memory function, percent and square root calculations, powered by solar cells, user's manual		
115.3.46	Pocket Calculator - Scientific with 8 digits liquid crystal display, approx. 50 calculating functions, constant memory, pi, reciprocal conversion of degrees-radians-grads, low battery indicator, automatic switch-off, powered by two R6 type batteries to be included, user's manual		
115.3.47	Pocket Calculator - Programmable approx. 50 or more steps, constant memory, approx. 8 or more addressable storage registers, program designation keys, automatic switching to scientific display in case of overflow, possibility to round off decimals (fixed point display), constant arithmetic, chain calculations, approx. 60 pre-programmed mathematical and scientific functions, conversion possibility, 8-10 figure display, automatic power down facility, battery supply, preferably by R6 type batteries, user's manual, standard software		

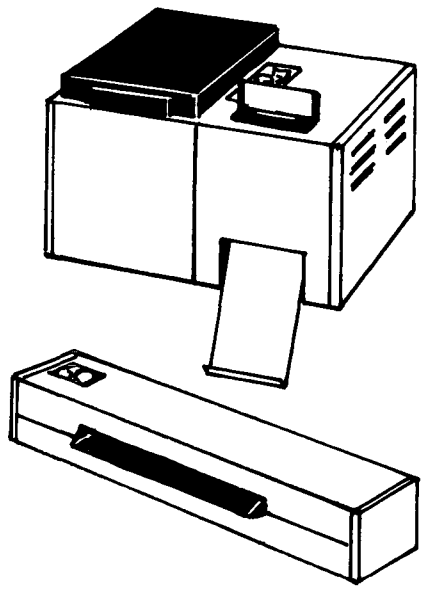
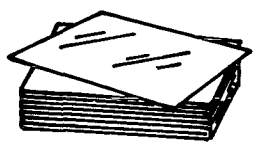
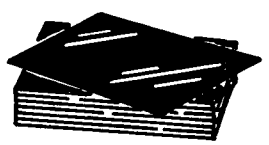
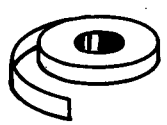
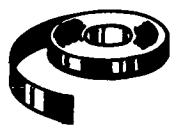
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.3.48	Printing Calculator compact desk type calculator with 10-12 digits capacity with printer and liquid crystal display, with the four basic calculations four constant calculations, item counter, a memory function, percent calculation, powered by batteries or through AC-adapter, complete with: one set of batteries, 1 AC-adapter, 2 ink rolls, 50 paper rolls, user's manual.		
115.3.48A	Paper Rolls for compact desk type printing calculator		
115.3.49	Office Calculator heavy duty office calculator with 10-15 digits capacity with printout and fluorescent display with the four basic calculations, four constant calculation, square root, item counter, grand total key, a memory function, percent calculation add-on and discount counting, percent increase and decrease calculations and key for reference print ex. date or numbering, AC supply, complete with: 2 ink rolls, 50 paper rolls, cable and plug, user's manual		
115.3.49A	Paper Rolls for heavy duty office calculator		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.3.50	Microfiche Reader to display content of microfiche frame on antiglare coated screen, change of magnification by means of ring mount lens system, constant focus during search, magnification of lenses approx. 24 x, 42 x and 48 x, one carrier for fiche size 105 x 148 mm and one universal carrier size 180 x 240 mm complete with: dust cover cleaning kit 5 spare bulbs user's manual		
115.3.50A	Bulb for Microfiche Reader		
115.3.51	Microfiche Reader - Printer to display content and to produce copies of size A4 from microfiche frames, utilizing dry process and special paper, antiglare coated screen, change of magnifications by means of ring mount lens system, constant focus during search, magnification of lenses approx. 24 x, 42 x and 48 x, one carrier for fiche size 105 x 148 mm and one universal carrier size 180 x 240 mm complete with: dust cover cleaning kit 5 spare bulbs user's manual service manual		
115.3.51A	Bulb for Microfiche Reader-Printer		
115.3.51B	Copying Paper for microfiche reader-printer pack of 100 sheets		
115.3.51C	Toner for microfiche reader-printer		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.3.52	Microfiche Duplicator for duplicating microfiches size 105 x 48 mm, consisting of printing and developing units, dry process, utilizing both special positive or negative films, duplicating speed approx. 6 microfiche per minute complete with: dust cover cleaning kit 5 spare bulbs user's manual service manual		
115.3.52	Bulbs for Microfiche Duplicator		
115.3.52B	Positive Film for microfiche duplicator, size 105 x 148, box of 1000 pcs		
115.3.52C	Negative Film for microfiche duplicator, size 105 x 148, box of 1000 pcs		
115.3.52D	Title Band, White for positive film, size of band 12,5 mm for 1000 fiches		
115.3.52E	Title Band, Black for negative film, size of band 12,5 mm for 1000 fiches		

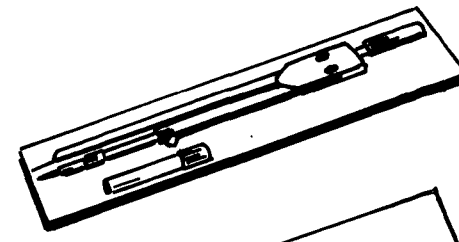
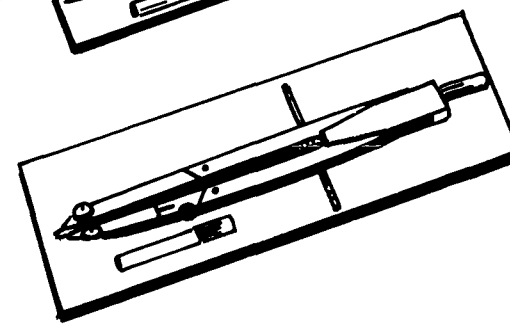
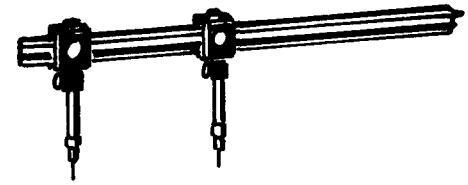
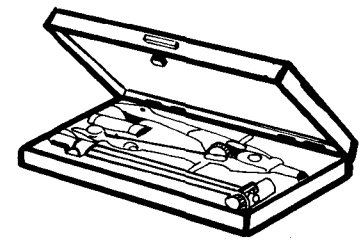
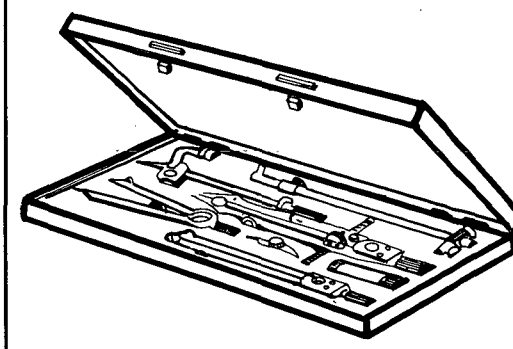
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Section 4 - Draughting Equipment and Supplies

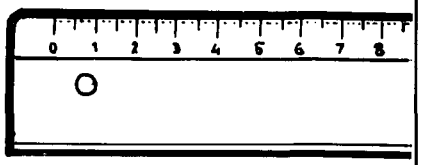
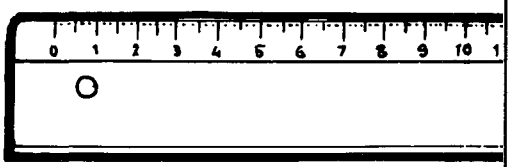
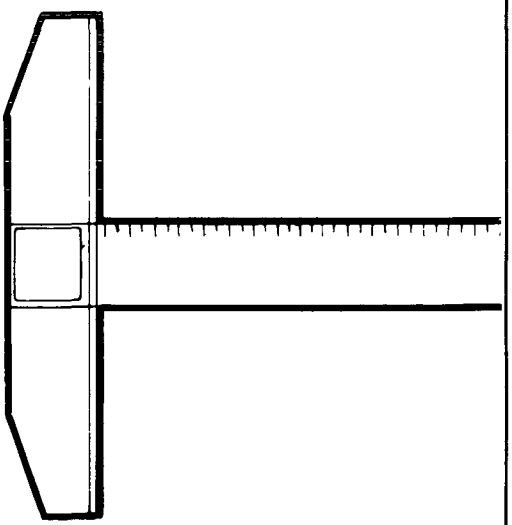
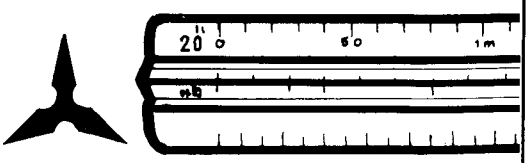
- The items listed in this section are intended to meet the requirements of draughting and technical illustration offices and classrooms. These items are particularly useful for instructors and teachers when preparing drawings, layouts, etc.

- Management and commercial training projects will also find that many of their requirements are contained in this section.

- This section also includes equipment for lettering and signs.

Item	Description	Quantity	Illustration
115.4.1	Compass - Set compass with detachable leg, lead insert and lead box, for circles up to approx. 300 mm diameter, approx. length 140 mm		
115.4.2	Compass - With Automatic Bow Set quick set compass with automatic bow, lead insert and lead box and compass attachment, for circles up to approx. 300 mm diameter, approx. length 160 mm		
115.4.3	Beam Compass made of aluminium with working range approx. 950 mm, complete with tip, lead and ink insert, approx. length 500 mm		
115.4.4	Drawing Instrument Set - Small small set comprising: compass with quick setting bow for circles of approx. 350 mm diameter extension bar, fixed working range approx. 600 mm lead insert, lead box, plastic case.		
115.4.5	Drawing Instrument Set - Medium set comprising: compass with quick setting bow for circles of approx. 350 mm diameter extension bar, fixed working range approx. 600 mm divider, drop spring, bow combination, compass attachment, lead box, plastic case.		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.4.6	Ruler - Wood made of wood with metric calibration, 300 mm length		
	Ruler - Plastic for drawing and office use, made of strong plastic with metric calibration and inking edge		
115.4.7	length 300 mm		
115.4.8	length 500 mm		
	T-Square made of strong clear plastic with metric calibration and inking edge		
115.4.9	length 500 mm		
115.4.10	length 700 mm		
	Triangle Scale with 6 reduction scales, length 300 mm		
115.4.11	scale A 1:20, 25, 50, 75, 100, 125		
115.4.12	scale B 1:100, 200, 250, 300, 400, 500		
115.4.13	scale C 1:500, 1000, 1250, 1500, 2000, 2500		

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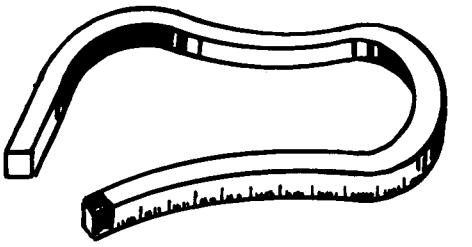
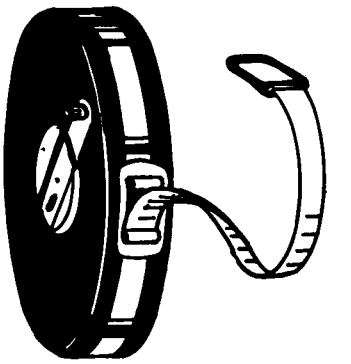
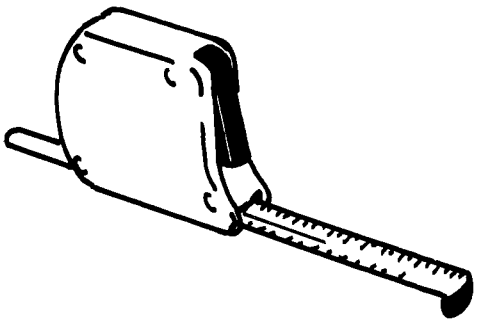
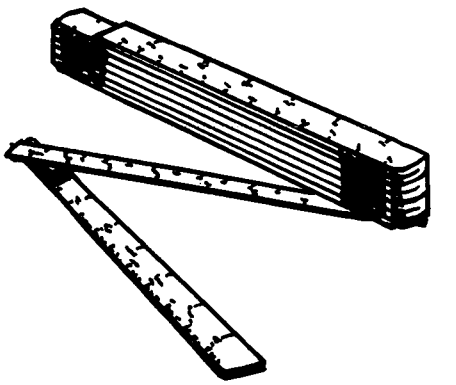
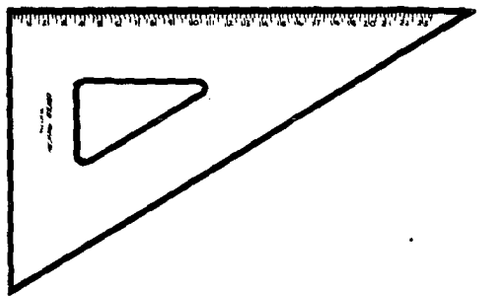
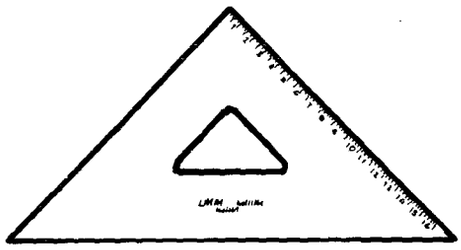
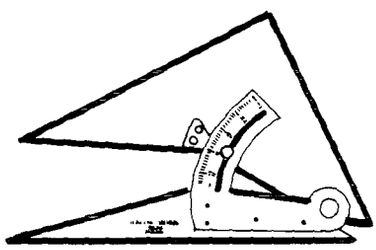
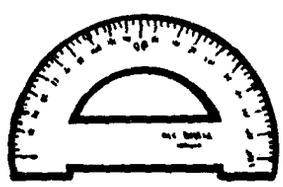
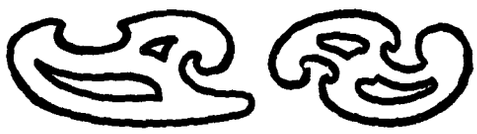
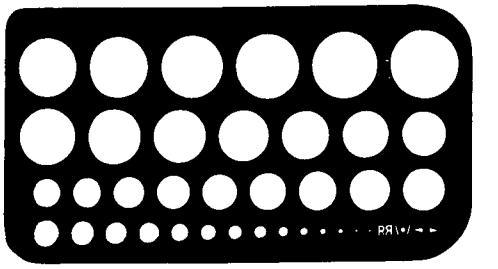
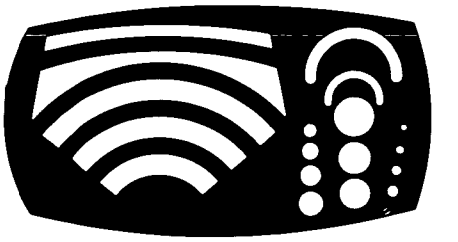
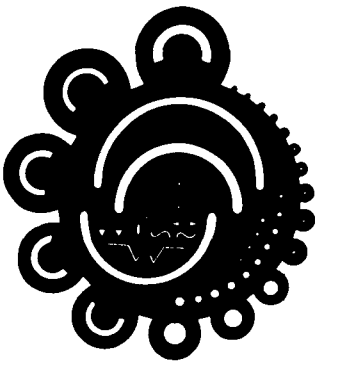
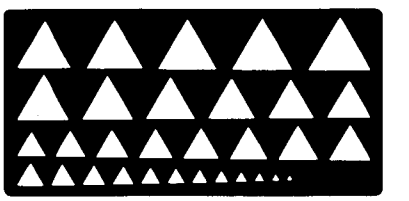
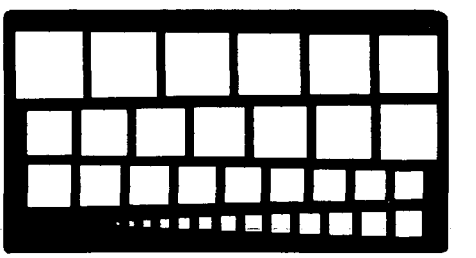
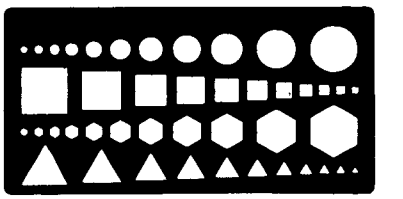
Item	Description	Quantity	Illustration
115.4.14	Flexible Ruler metric calibration, length 300 mm		
115.4.15	Tape Measure with metric calibration, in strong leather, metal or plastic case, approx. length 30 m		
115.4.16	Measuring Rule measuring steel band with metric calibration in metal or strong plastic case, suitable also for internal measuring, length 2 m		
115.4.17	Folding Rule made of tough wood with die-sunk metric and inch calibration, length 2 m		

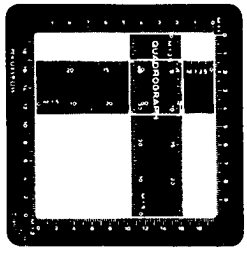
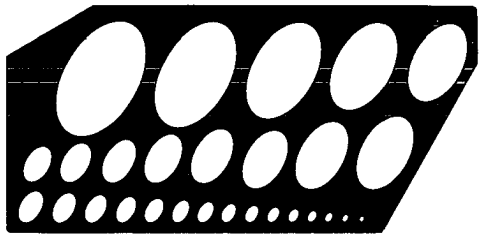
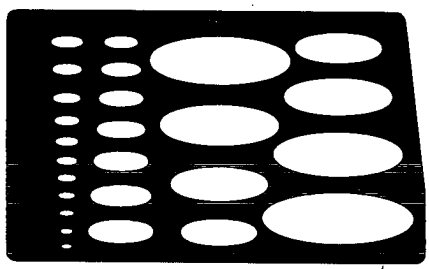
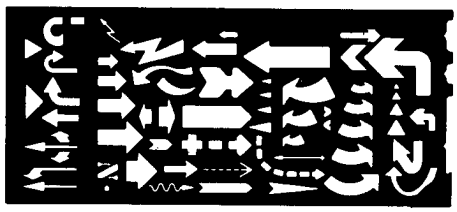
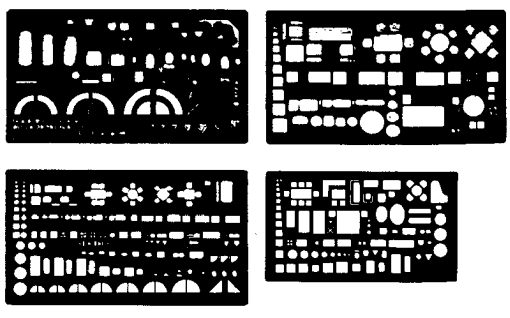
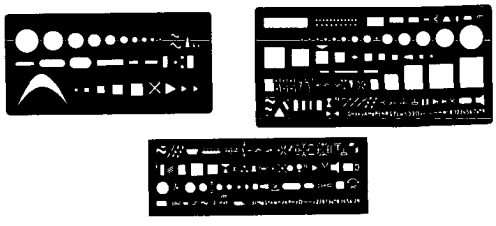
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
	Triangle made of strong transparent plastic with metric calibration and inking edge, approx. length 250 mm		
115.4.18	90, 60 and 30 degrees		
115.4.19	90, 45 and 45 degrees		
115.4.20	Adjustable Triangle strong plastic construction, approx. length 300 mm		
115.4.21	Protractor made of strong clear plastic with inking edge, 180 degrees, approx. length 150 mm		
115.4.22	Curve Rulers set comprising 3 pieces with most common curves, made of strong clear plastic		

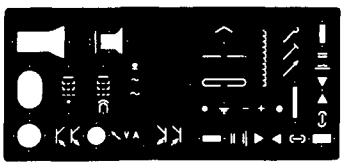
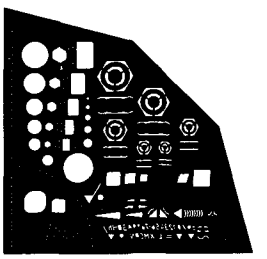
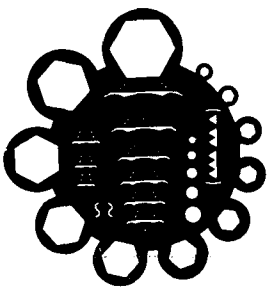
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.4.23	Template - Circles made of strong plastic with inking edge, circles from approx. 1 up to 36 mm by 1 mm interval		
115.4.24	Template - Radii - 500 mm made of strong plastic with inking edge, circle, curves and radii of commonly used dimensions, radii from approx. 1 up to 500 mm		
115.4.25	Template - Radii - 40 mm made of strong plastic with inking edge, circles, protractor and surface finish symbols, radii from approx. 0,5 up to 40 mm		
115.4.26	Template - Triangles made of strong plastic with inking edge, triangles from approx. 2 up to 32 mm by 1 mm interval		
115.4.27	Template - Squares made of strong plastic with inking edge, squares from approx. 1 up to 35 mm by 1 mm interval		
115.4.28	Template - Combined Symbols made of strong plastic with inking edge, circles, squares, hexagones, triangles, each from approx. 3 up to 24 mm		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

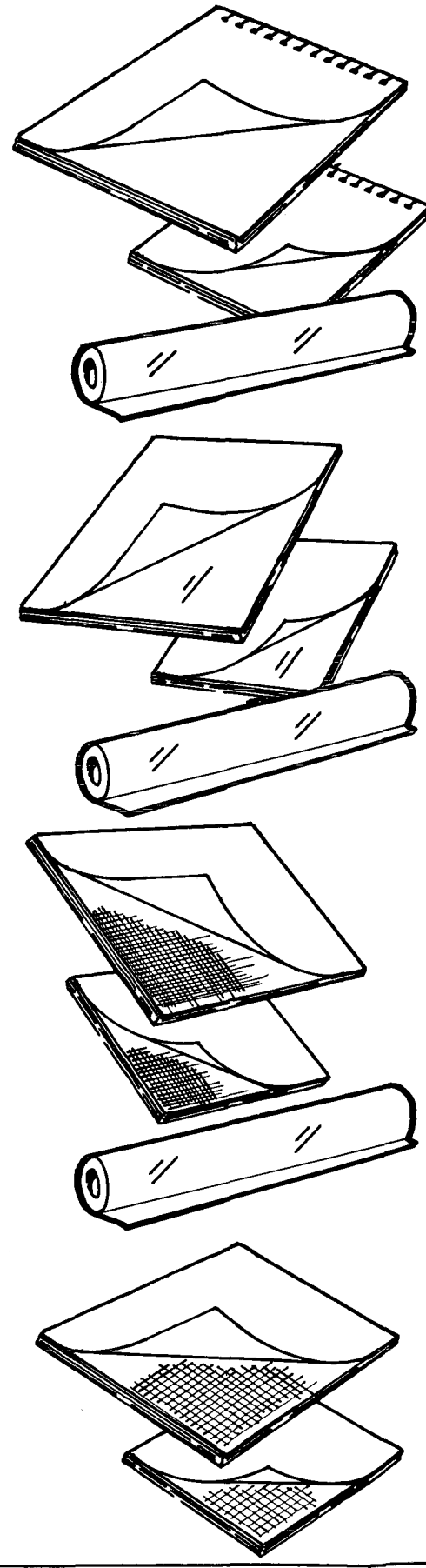
Item	Description	Quantity	Illustration
115.4.29	Template - Quadrograph strong plastic quality for use with pencils and inking pens, quadrograph to draw squares and rectangles from 2 to 68 mm		
115.4.30	Template - Ellipses - Isometric made of strong plastic with inking edge, isometric ellipses from approx. 2 up to 60 mm		
115.4.31	Template - Ellipses - Diametric made of strong plastic with inking edge, diametric ellipses from approx. 4 up to 70 mm		
115.4.32	Template - Arrows made of strong plastic with various arrows in different shapes, even suitable for traffic planning, for use with pencils and inking pens		
115.4.33	Template - Civil Engineering set of 3 to 5 pieces with civil engineering and architectural common symbols for use with pencils and inking pens, strong plastic quality		
115.4.34	Templates - Electrical Engineering set of 3 to 5 pieces with all commonly used electro-technical symbols, strong quality (coloured) transparent plastic, inking edge		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

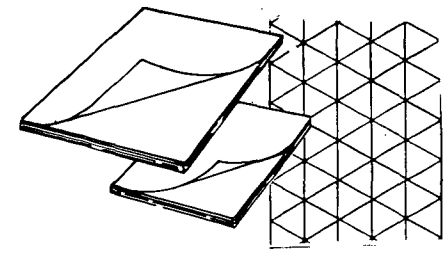
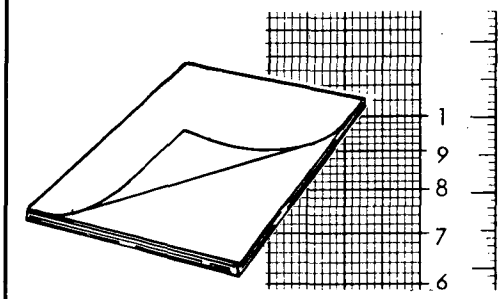
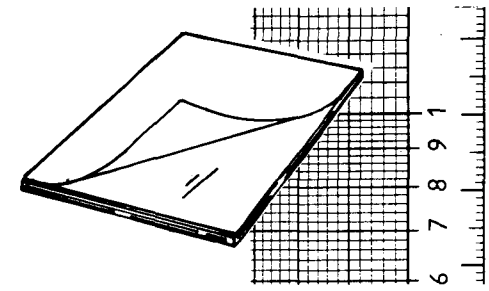
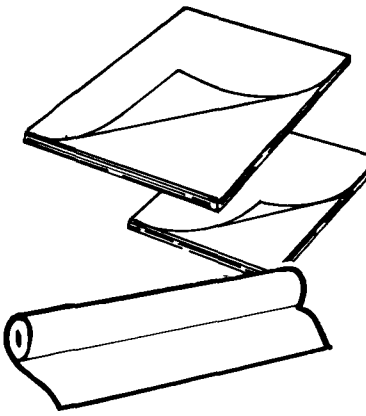
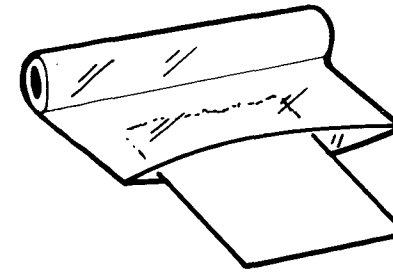
Item	Description	Quantity	Illustration
115.4.35	Template - Sinus Curves to draw sinus-curves and other commonly used figures in electrical engineering, made of strong (coloured) transparent plastic, inking edge		
115.4.36	Templates - Electronics set of 2 to 3 pieces with all symbols commonly used in electronics; strong quality (coloured) transparent plastic, inking edge		 
115.4.37	Template Mechanical Symbols made of strong plastic with inking edge, approx. size 150 x 150 mm		
115.4.38	Template - Radii and Nuts made of strong plastic with inking edge, with surface finish symbols, radii from approx. 1,5 up to 20 mm, nuts and bolts from approx. M2 up to M24		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

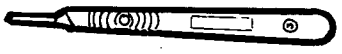
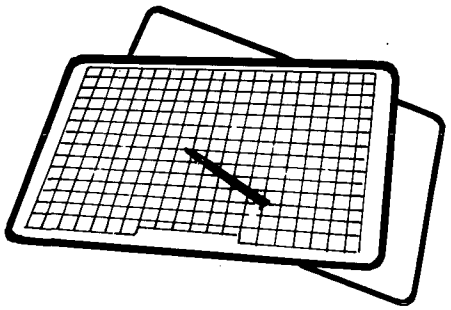
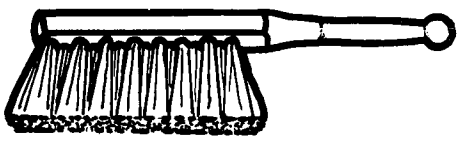
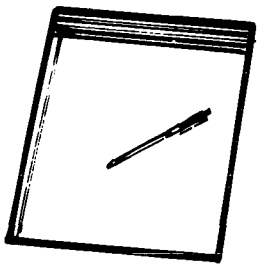
Item	Description	Quantity	Illustration
	Drawing Paper		
	white strong paper for design and drawing, approx. 125-175 grams per square metre		
115.4.39	Size A4 (in packs or block)		
115.4.40	Size A3 (in packs or block)		
115.4.41	In rolls 150 cm wide, 25 m long		
	Transparent Drawing Paper		
	strong transparent paper for art work and for easy copying, approx. 60 grams per square metre,		
115.4.42	Size A4 (approx. 100 sheets/block)		
115.4.43	Size A3 (approx. 100 sheets/block)		
115.4.44	in rolls, approx. width 900 mm, approx. length 20 m		
	Millimeter Paper		
	squared, 1 x 1 mm, paper of strong quality,		
115.4.45	Size A4 (approx. 100 sheets/block)		
115.4.46	Size A3 (approx. 100 sheets/block)		
115.4.47	In rolls approx width 900 mm, approx. length 20 metres		
	Squared Drawing Paper		
	squared, 5 x 5 mm, paper of strong quality, approx. 100 sheets per block		
115.4.48	Size A4		
115.4.49	Size A3		



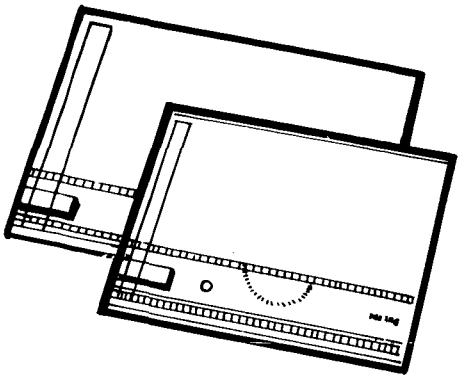
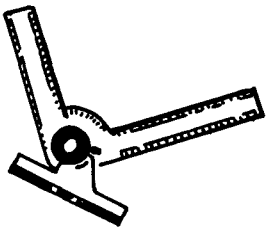
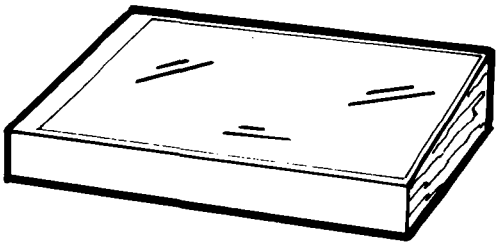
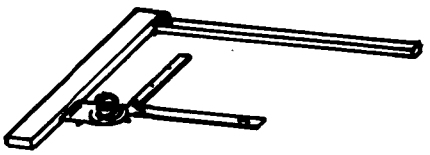
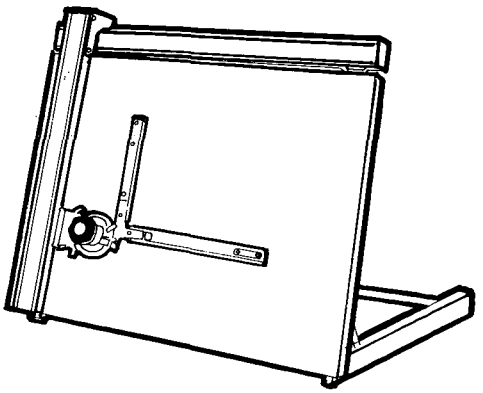
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
	Perspective Drawing Paper for perspective drawings and sketches in blocks or packs 50 to 100 sheets		
115.4.50	Size A4		
115.4.51	Size A3		
115.4.52	Logarithm Paper - Single sheets with perpendicular log and mm spaced lines, axis 1 to 100, module 100 mm, size A4, approx. 50 sheets per block		
115.4.53	Logarithm Paper - Double sheets with perpendicular log and log spaced lines, axis 1 to 100, module 100 mm, size A4, approx. 50 sheets per block		
	Drawing Film polyester film for drawings, transparent, good quality, approx. thickness 0,05 mm approx. 100 sheets per pack		
115.4.54	Size A4		
115.4.55	Size A3		
115.4.56	in rolls, approx. width 850 mm, approx. length 20 m		
115.4.57	Plastic Cover in rolls for protection of drawings etc. approx. width 600 mm length 25 m		
115.4.58	Plastic Foil self-adhesive foil in rolls for protection of drawings and originals etc. approx. width 500 mm length 25 m		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.4.59	Stylet Set set comprising one metal handle and 5 pieces each of 5 different shaped blades, suitable for art-work		 
115.4.60	Cutting Pad white, squared cutting pad, transparent, to be used separately or on a light table, approx. size 450 x 300 mm		
115.4.61	Drawing Weight made of iron, covered by chamois-leather, approx. weight 400 grams approx. diameter 60 mm		
115.4.62	Dusting Brush for cleaning on drafting machines, and desks, with wooden or plastic handle and soft bristle, approx. length 250 mm		
115.4.63	Writing Board strong plastic board with paper clip at the top, size A4		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
	Drawing Board portable, made of plastic, flat with sliding parallel ruler and paper holding clip		
115.4.64 115.4.65	Size A4 Size A3		
115.4.66	Protractor Head suitable for both A4 and A3 portable drawingboards, revolving 90 degrees, rulers with metric calibration and inking edge, length of rulers 100 and 150 mm		
115.4.67	Light Table wooden frame with glass top and built-in light, approx. size 500 x 750 mm		
115.4.68	Drawing Mechanism for light table, suspension running drawing mechanism with protractor head with scales 1:1:2,5, length of rulers 300 mm		
	Drawing Board - Table model made of wood with laminated plastic top, for table use with adjustable stand, with suspension running drawing mechanism and protractor head with scales 1:1:2,5, length of rulers 300 mm		
115.4.69 115.4.70	Size A2 420 x 594 mm Size A1 594 x 841 mm		

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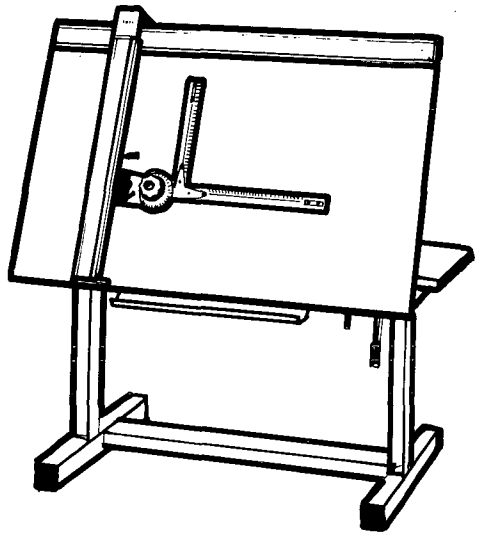
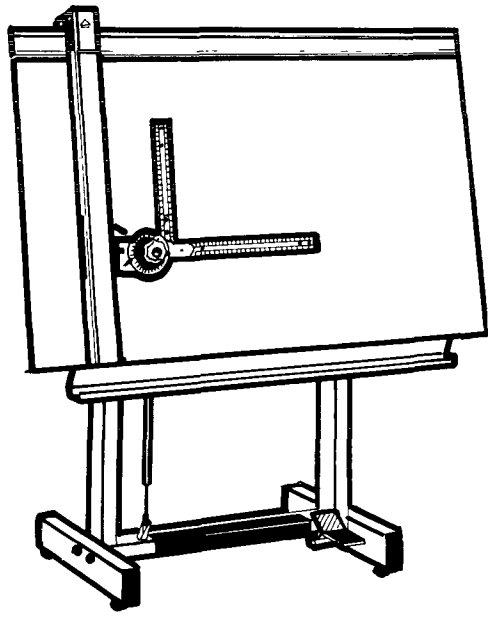
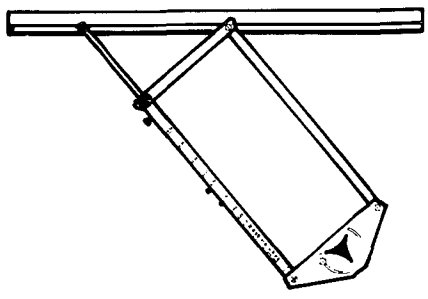
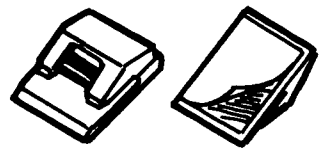
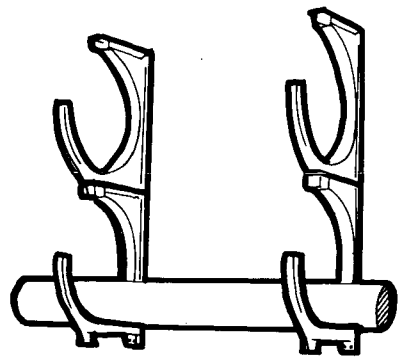
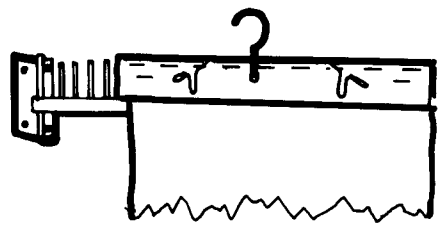
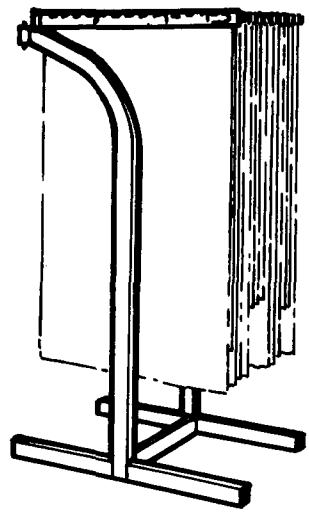
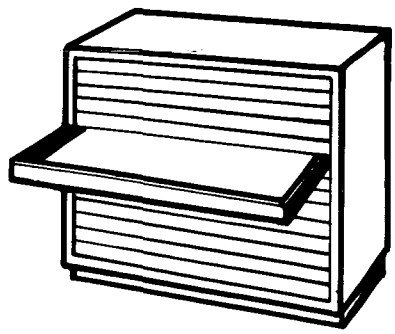
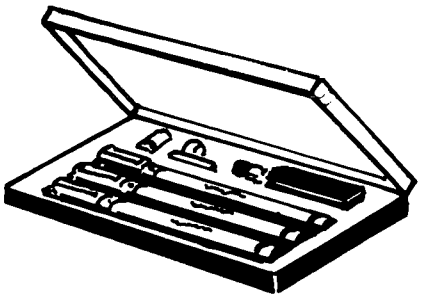
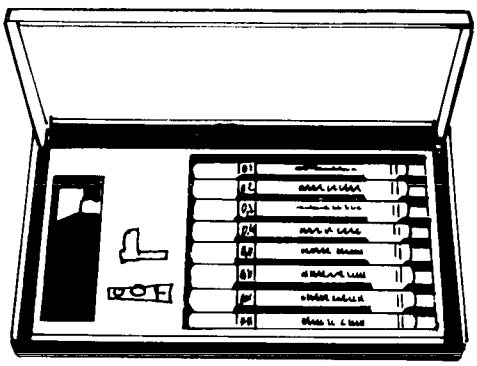
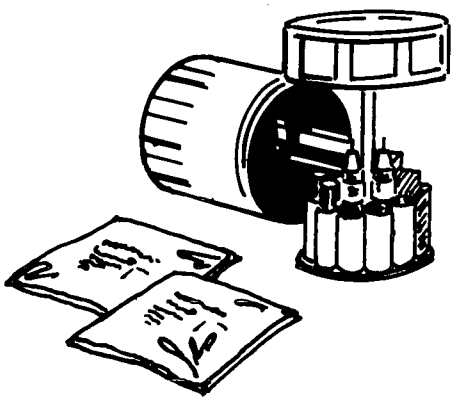
Item	Description	Quantity	Illustration
115.4.71	Drafting Machine - Educational for educational use, with good function, light but strong construction, full floating balance, adjustable in height and angle, with manual locking screw, right hand model on stand, track type drafting machine with standard drafting head 360° circular scale, rulers made of transparent plastic with scale 1:1:5, length of rulers 300 and 500 mm, utensils tray, approx. size of board 700 x 1200 mm		
115.4.72	Drafting Machine - Heavy Duty heavy duty parallelogram type drawing table, full floating balance by means of compression springs, smoothly adjustable in height and angle by the parallelogram principle, right hand model on stand, track type drafting machine with horizontal and vertical rails made of light metal with steel strips to take magnetic clamps, utensils tray, standard drafting head: 360° circular scale 180°-0°-180°, protractor divided to one degree, double vernier, rulers made of transparent plastic with scale 1:1:5, length of rulers 300 and 500 mm, complete set of rulers and accessories, approx. size of board 1000x1500 mm		
115.4.72A	Isometric Drafting attachment to drafting machine, made of plastic, a set of sliding angles move along an inclined track; an angle to which tracing paper is attached moves in exact isometric ratio to two dimensional drawings underneath		

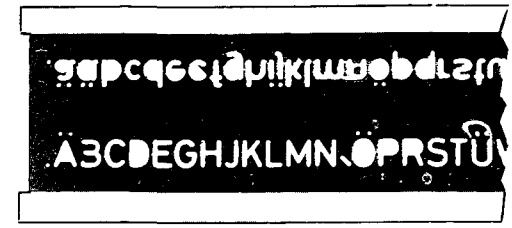
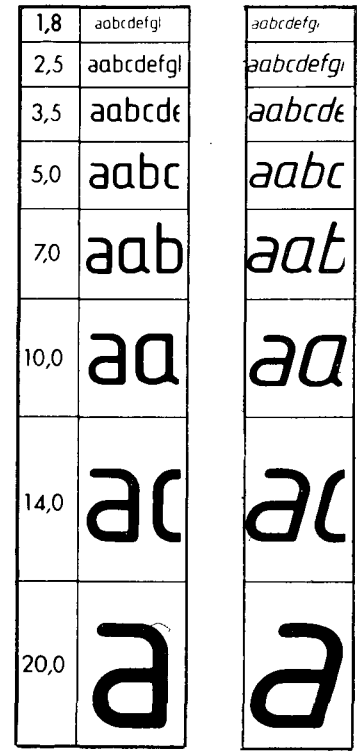
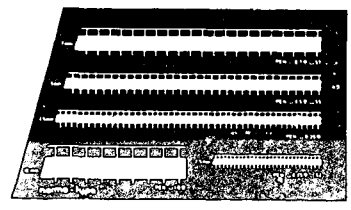
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.4.73	Drawing Holder small self adhesive plastic holders for drawings or other paper sheets		
115.4.74	Wallstand for Drawings made of plastic, easy to assemble by height, approx. diameter of bow 250 mm		
115.4.75	Stand for Drawings - Console heavy metal constructed brackets for wall mounting, with 5 drawing holders for up to A1 sized drawings		
115.4.76	Stand for Drawings - Floor heavy metal constructed floor stand for 25 drawing holders, each holder for approx. 30 drawings of up to A1 size		
115.4.77	Drawing Cabinet heavy steel constructed cabinet with central lock and 15 drawers for drawings up to A1 size, each drawer with dividers to enable proper storage of A1, A2, A3 and A4 drawings		

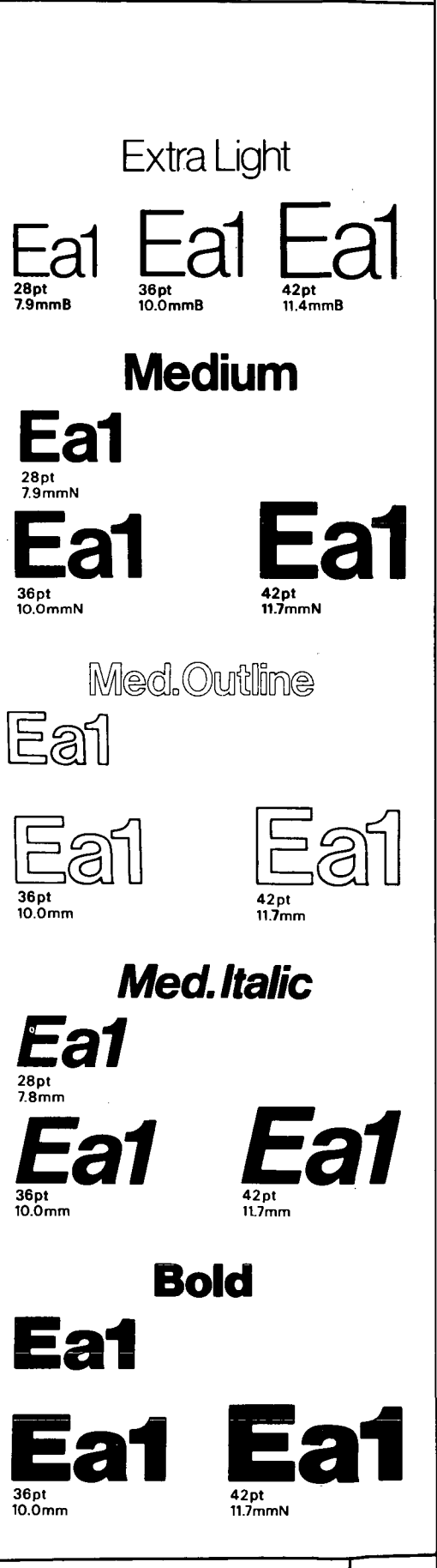
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.4.78	Ink Drawing 3-Set set in practical strong case comprising: 3 drawing pens, one each of 0,35, 0,5 and 0,7 mm line width 1 compass attachment 1 stencilling joint 1 ink bottle approx. 20 ml Note: for ink drawings see Annex IV		
115.4.79	Ink Drawing 8-Set set in practical strong case comprising: 8 drawing pens, one each of 0,18, 0,25, 0,35, 0,5, 0,7, 1,0, 1,4 and 2,0 mm line width 1 compass attachment 1 stencilling joint 1 ink bottle approx. 20 ml		
115.4.80	Drawing Ink black, permanent ink for drawing on paper and film, in plastic bottle, approx. volume 50 ml per bottle		
115.4.81	Cleaning Liquid for cleaning of ink-drawing pens, approx. volume 100 ml per bottle		
115.4.82	Ink Cleaning Cup for cleaning of ink-drawing pens, with small compartments to place the parts of the drawing pens into when cleaning, complete with 10 bags of cleaning concentrate		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
	Lettering Template - Straight Types templates made of plastic and with metal frame, with lowercase and capital letters, to be used with ink drawing pens height of letters:		
115.4.83	1,8 mm		
115.4.84	2,5 mm		
115.4.85	3,5 mm		
115.4.86	5,0 mm		
115.4.87	7,0 mm		
115.4.88	10,0 mm		
115.4.89	14,0 mm		
115.4.90	20,0 mm		
	Lettering Template - Slanted Types templates made of plastic and with metal frame, with lowercase and capital letters, to be used with ink drawing pens height of letters:		
115.4.91	1,8 mm		
115.4.92	2,5 mm		
115.4.93	3,5 mm		
115.4.94	5,0 mm		
115.4.95	7,0 mm		
115.4.96	10,0 mm		
115.4.97	14,0 mm		
115.4.98	20,0 mm		
115.4.99	Template strong plastic quality, for use with pencils and inking pens, for letter spacings of 2,5 to 10 mm letters		

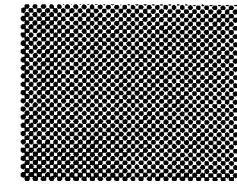
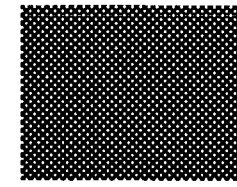
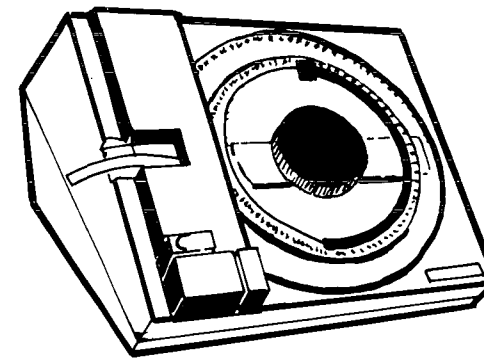
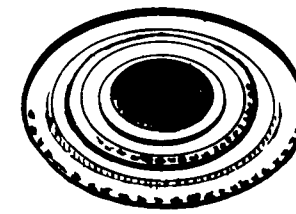
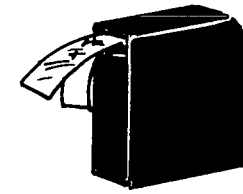
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
	Rub-on Letters and Numbers sheets with a combination of letters, numbers and symbols which transmits from the sheets through rubbing, suitable for artwork, production of overhead transparencies etc. approx. size 400 x 250 mm		
	Extra Light height of letters:		
115.4.100	7,9 mm 28 pt		
115.4.101	10,0 mm 36 pt		
115.4.102	11,4 mm 42 pt		
	Medium height of letters:		
115.4.103	7,9 mm 28 pt		
115.4.104	10,0 mm 36 pt		
115.4.105	11,4 mm 42 pt		
	Medium Outline height of letters:		
115.4.106	10,0 mm 36 pt		
115.4.107	11,4 mm 42 pt		
	Medium Italic height of letters:		
115.4.108	7,9 mm 28 pt		
115.4.109	10,0 mm 36 pt		
115.4.110	11,4 mm 42 pt		
	Bold height of letters:		
115.4.111	7,9 mm 28 pt		
115.4.112	10,0 mm 36 pt		
115.4.113	11,4 mm 42 pt		

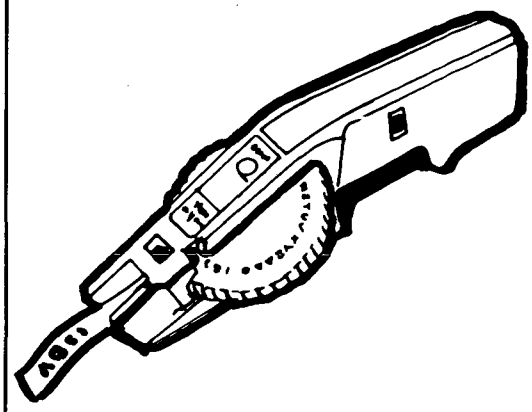
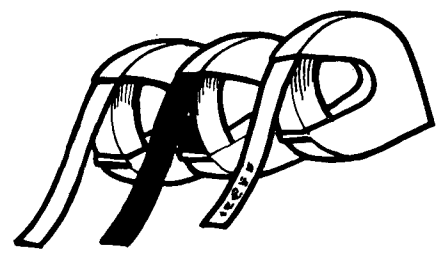
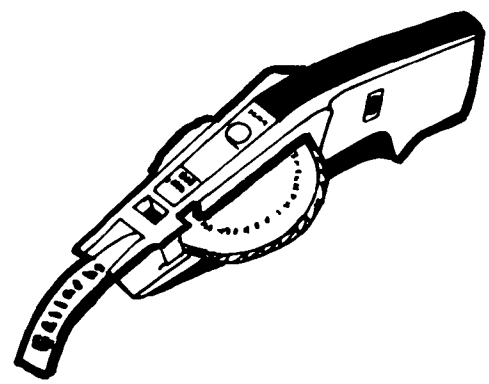
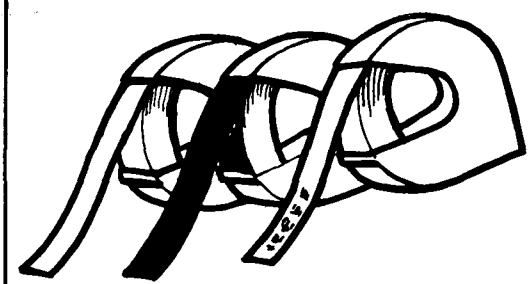
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.4.114	Rub-on Lines sheets with lines, 1, 2, 3, 4, 5 and 7 points, approx. size 400 x 250 mm		
115.4.115	Rub-on Symbols sheets with different symbols: circles, squares, stars, arrows and triangles, approx. size 400 x 250 mm		
115.4.116	Rub-on Arrows sheets with different arrows, approx. size 400 x 250 mm		
115.4.117	Rub-on Circles with Numbers sheets with circles numbered from 1 to 50, approx. size 400 x 250 mm		
115.4.118	Rub-on Tool made of wood or strong plastic for precise transfer of rub on letters to paper		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

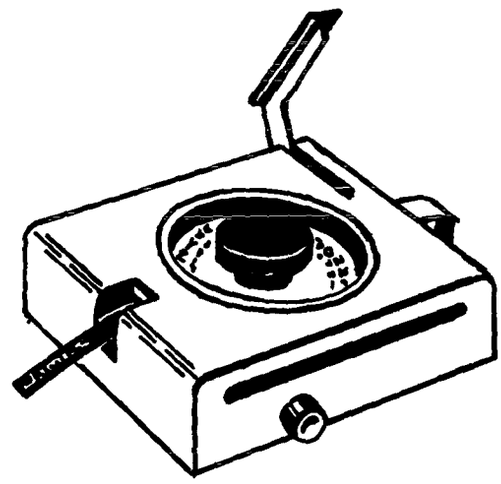
Item	Description	Quantity	Illustration
115.4.119	Rub-on Raster Sheets - 50% co-ordinated dots with 50% black, on sheets approx. size 300 x 400 mm		 50%
115.4.120	Rub-on Raster Sheets - 70% co-ordinated dots with 70% black, on sheets approx. size 300 x 400 mm		 70%
115.4.121	Lettering Machine Set manual operated lettering machine, for quick composing of texts and headlines, made on self adhesive transparent tape with black text, easy to mount on art work, labels, transparencies, drawings etc. types on strong replaceable plastic discs Tape in cassettes which can easily be put into the machine complete with: 2 type discs, 12 pt and 24 pt 10 cassettes of transparent tape		 
115.4.121A	Transparent Tape for lettering machine, in cassette.		

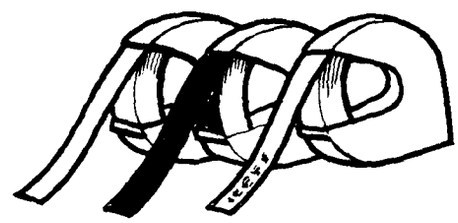
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.4.122	Embossing Tool - 6 and 9 mm for 6 and 9 mm tape width, approx. 4 mm capital letters		
	Embossing Tape matt, 6 mm wide approx. 5 m per reel		
115.4122A	Blue		
115.4122B	Black		
115.4122C	Red		
115.4122D	Green		
	Embossing Tape matt, 9 mm wide approx. 5 m per reel		
115.4122E	Blue		
115.4122F	Black		
115.4122G	Red		
115.4122H	Green		
115.4.123	Embossing Tool - 9 and 12 mm for 9 and 12 mm tape width, approx. 5 mm capital letters, complete with 2 sign discs		
	Embossing Tape matt, 12 mm wide, approx. 5 m per reel		
115.4.123A	Blue		
115.4.123B	Black		
115.4.123C	Red		
115.4.123D	Green		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
	Information Signs		
	self-adhesive labels made of plastic with international signs in white on black Sign:		
115.4.124	WC		
115.4.125	Men		
115.4.126	Women		
115.4.127	Wheelchair		
115.4.128	In		
115.4.129	Out		
115.4.130	Push		
115.4.131	Pull		
115.4.132	Parking		
115.4.133	Wardrobe		
115.4.134	Lift		
115.4.135	Telephone		
115.4.136	Staff only		
115.4.137	Washroom		
115.4.138	Water		
115.4.139	Waste bin		
115.4.140	Arrow, left		
115.4.141	Arrow, right		
115.4.142	Arrow, up		
115.4.143	Arrow, down		
115.4.144	Embossing Sign Machine for making name signs and other text information on embossing tape to be placed in holder and attached at the wall, prints both capital and lowercase letters, approx. height of letters 13 mm, embossing tape 19 mm wide.		
	Embossing Tape - 19 mm approx. 10 m reel		
115.4.144A	Blue		
115.4.144B	Black		
115.4.144C	Red		
115.4.144D	Green		
115.4.145	Sign Holder made of aluminium to hold signs and text information printed on embossing tape 19 mm wide, approx. length 220 mm complete with: set of wall attachment and screws		



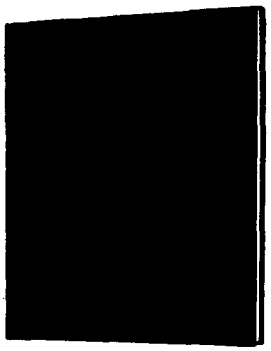
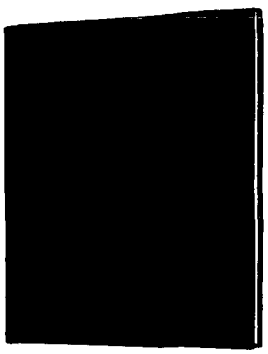
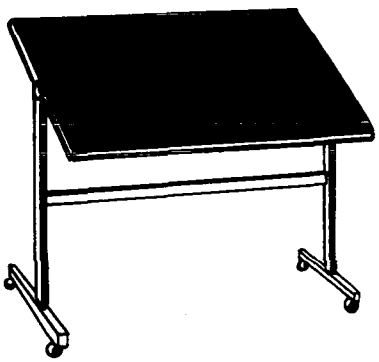
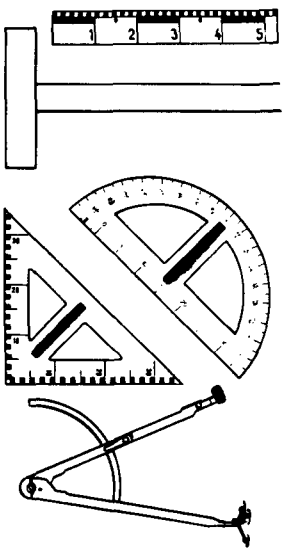


Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

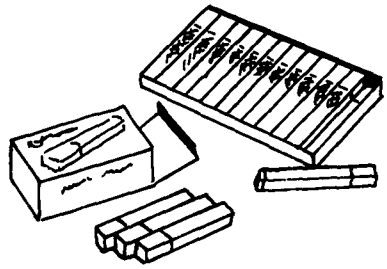
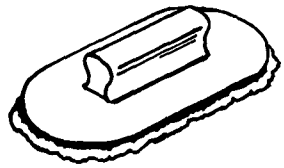
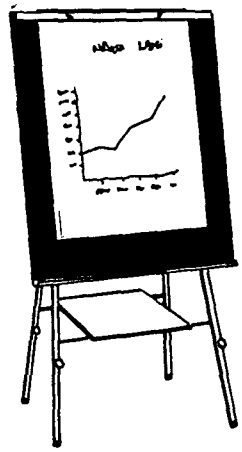
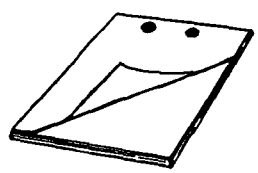
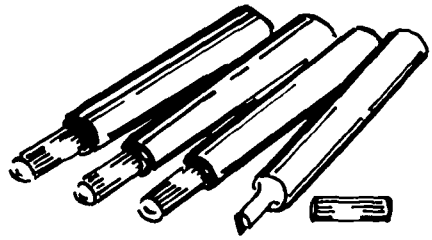
Section 5 - Office and Classroom Furniture

- The items listed in this section meet the general requirements for furnishing offices, classrooms, vocational training centres and technical education institutes.

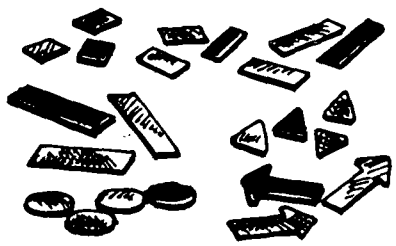
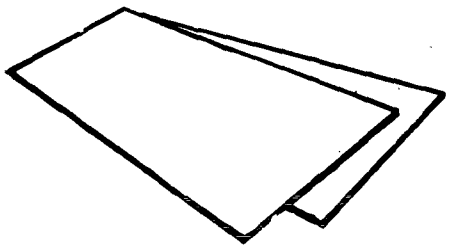
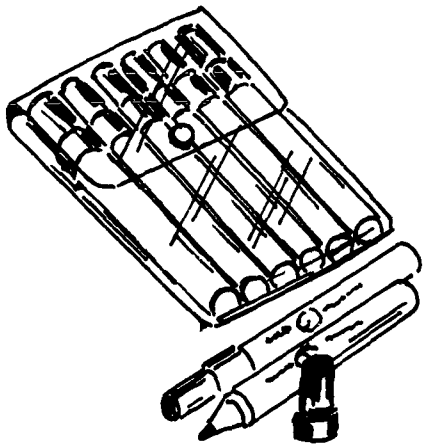
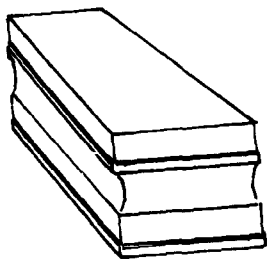
- As many of these items are rather large and heavy, the specifications given and the illustrations shown can also be used for local purchase and manufacture.

Item	Description	Quantity	Illustration
115.5.1	Chalk Board for wall mounting, dark green surface for normal chalk, approx. size 1000 x 1200 mm		
115.5.2	Chalk Boards with Metallic Surface for wall mounting, dark green surface for normal chalk and with metallic surface for magnetic display, approx. size 1000 x 1200 mm		
115.5.3	Chalk Board on Stand dark green surface for normal chalk, swivel type for use on both sides, stand with wheels, approx. size 1500 x 1200 mm		
115.5.4	Instrument Set for Chalk Board good quality made from wood or plastic set comprising: ruler length 100 cm T-square triangle 45-90-45° protractor compass		

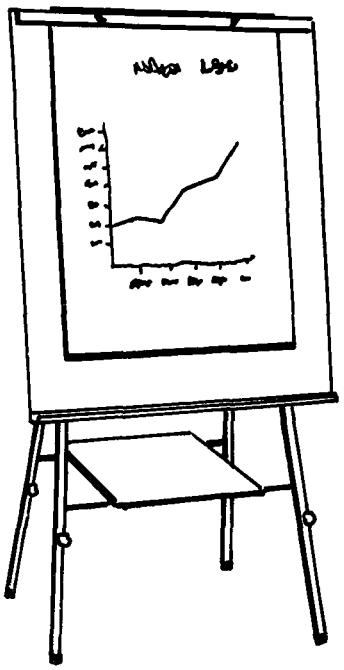
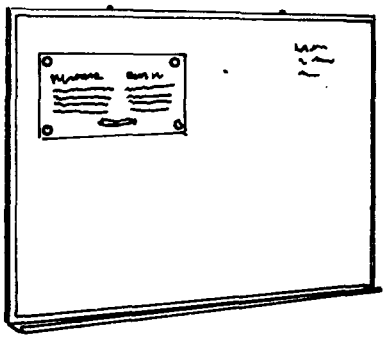
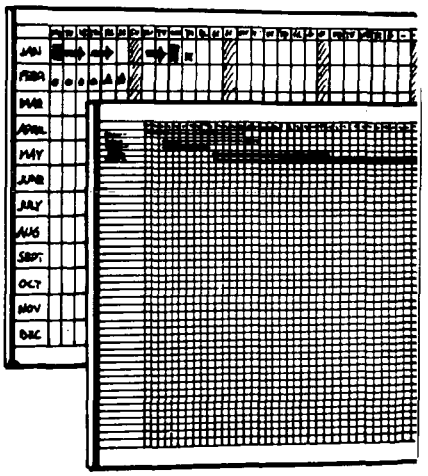
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

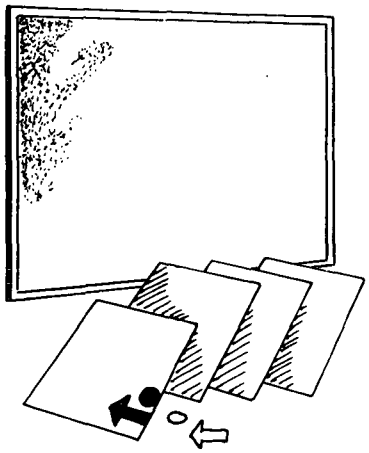
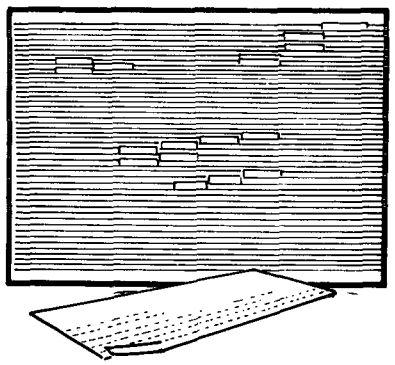
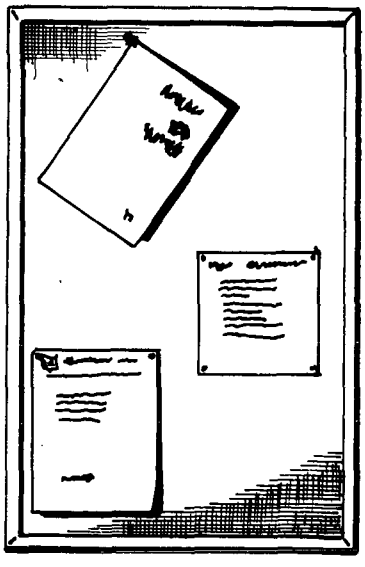
Item	Description	Quantity	Illustration
115.5.5	Chalk - White good dustless quality, for use with chalk boards, white, approx. 150 pcs per box		
115.5.6	Chalk - Coloured good dustless quality, for use with chalk boards, coloured, 12 different colours per box		
115.5.7	Chalkboard Cleaner for dry cleaning of chalkboards, with wooden or plastic handle, approx. size 100 x 150 mm		
115.5.8	Conference Easel for Paper Pads with writing board for chalk, mounting clamp for paper pad and a shelf for chalks, foldable with adjustable metal legs, approx. size of board 600 x 900 mm		
115.5.9	Paper Pad for Conference Easel white, for conference easel, approx. 25 sheets per pad, approx. size 600 x 850 mm		
115.5.10	Felt Marker Set set of 4 markers in following colours: blue, black, red and green, for use on paper pads on conference easel		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

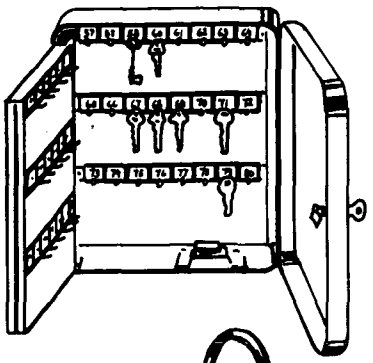
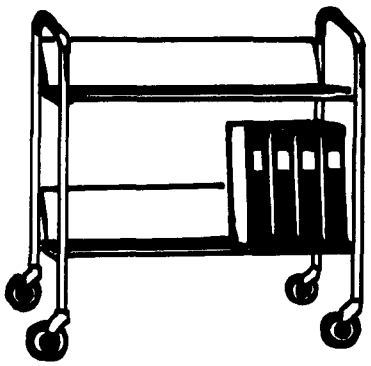
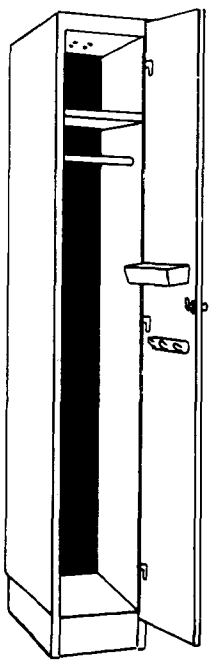
Item	Description	Quantity	Illustration
115.5.11	Magnetic Symbols Set small symbols in following colours: blue, red, green and yellow, for magnetic display, each set containing: arrows, circles, squares in different sizes and triangles, approx. 300 magnetic symbols per set		
115.5.12	Magnetic Sheets set of one sheet each of the following colours: blue, red green and yellow, for making magnetic symbols approx. size of sheets 100 x 300 mm		
115.5.13	White Board Marker Set set of 6 markers in different colours for use with white board and conference easel		
115.5.14	Cleaning Pad to clean the surface on white board		
115.5.15	Magnetic Buttons set of 4 colours, blue, red, green and yellow, approx. 20 buttons per colour, approx. diameter 20 mm		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

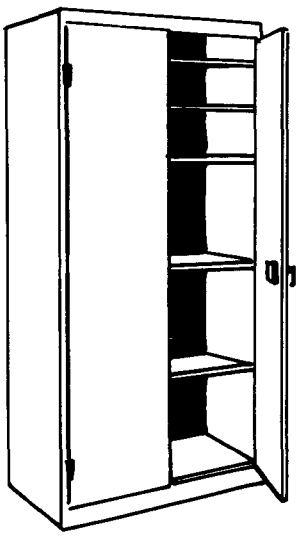
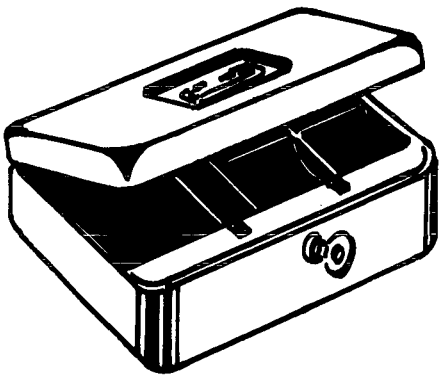
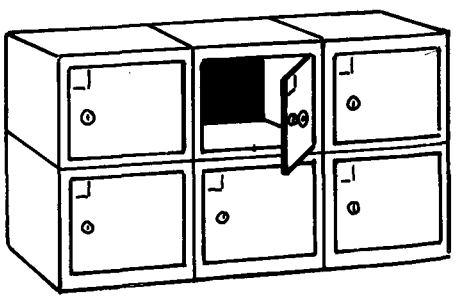
Item	Description	Quantity	Illustration
115.5.16	Conference Easel with White Board with white plastic coated writing board for special felt markers and with metallic surface for magnetic display, mounting clamp for paper pad and a shelf for accessories, foldable with adjustable metal legs, approx. size of board 600 x 900 mm Note: Paper pads for conference easel on page 104.		
115.5.17	White Board with white plastic coated writing board for special felt markers and with metallic surface for magnetic display, approx. size 1800 x 1000 mm		
	Planning Board for wall mounting with white plastic coated writing board for special felt markers and metallic surface for magnetic display with special print for planning, approx. size 600 x 900 mm, complete with a set of magnetic symbols		
115.5.18	annual planning checked pattern, 50 lines, with horizontal printed week numbers 1-53		
115.5.19	annual planning, with horizontal printed Monday-Sunday for 5 weeks, vertically printed 12 lines Jan-Dec		

Item	Description	Quantity	Illustration
115.5.20	Flannel Board for wall mounting, strong construction with wooden frame, for use on both sides, approx. size 800 x 1200 mm complete with: 10 felt papersheets each of the following colours: white, yellow, red, blue, brown, green and black for making symbols and figures for flannel boards approx. size of felt paper sheets 500 x 700 mm		
115.5.21	Planning Board for wall mounting, covered with small horizontal slots for insertion of planning strips complete with: planning strips made of cardboard, approx. 1000 strips each in following colours: white, blue, red yellow, green and orange approx. sizes: board 700 x 500 mm strips 300 x 20 mm		
115.5.22	Notice Board strong construction with wooden frame for wall mounting, surface covered with textile, suitable for fastening notices with pins or staples Note: Pins and tacks on page 54.		

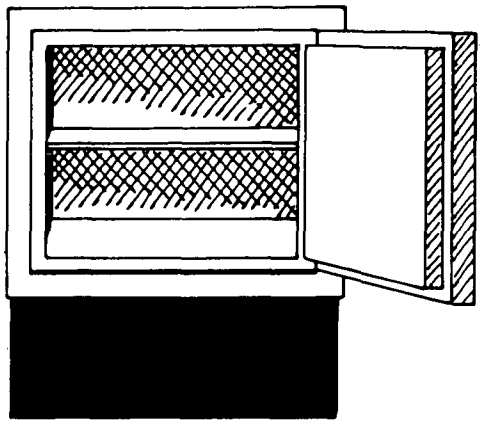
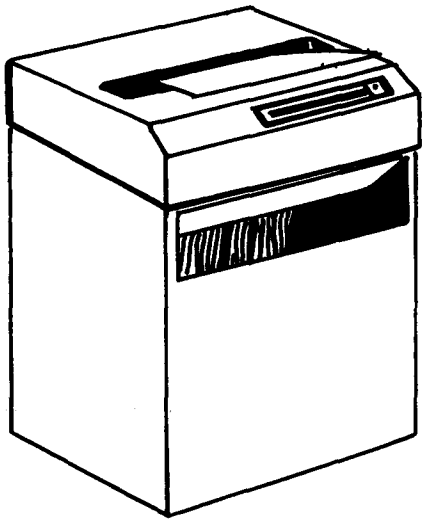
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

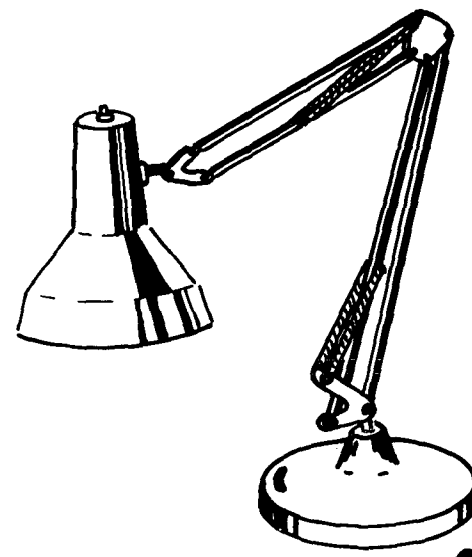
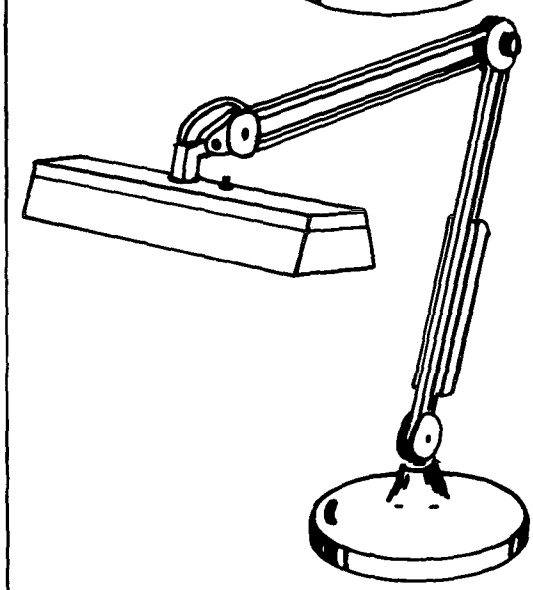
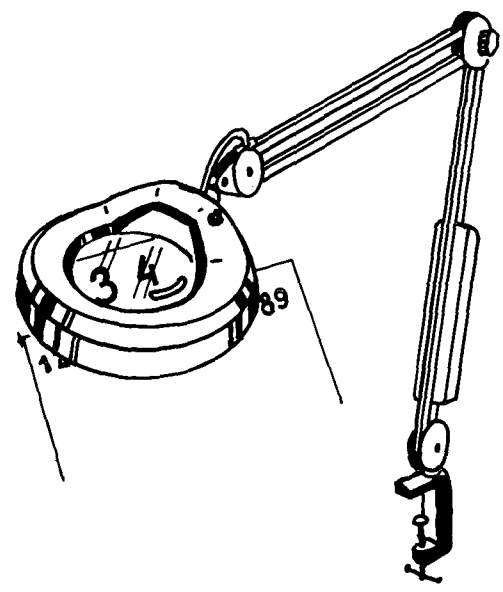
Item	Description	Quantity	Illustration
115.5.23	Key Storage Cabinet strong metal construction with cylinder lock, for approx. 60 keys, approx. size 300 x 300 x 100 mm		
115.5.24	Key-Plate made of plastic, with a label and a hook, approx. size 50 x 20 mm		
115.5.25	File Stand mobile floor stand with 4 castors, strong metal frame with two shelves for books and files approx. dimensions: height 800 mm length 800 mm width 350 mm		
115.5.26	Clothes Locker strong metal construction, lockable door, with one shelf, rack coat and towel hooks, complete with 2 keys approx. dimensions: height 1900 mm width 400 mm depth 500 mm		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

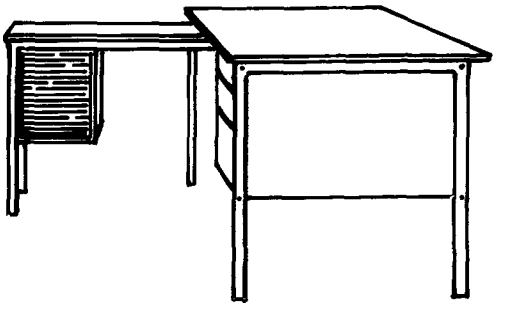
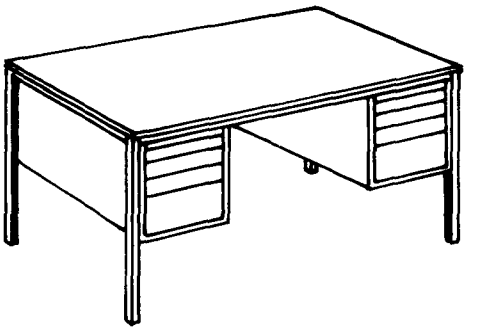
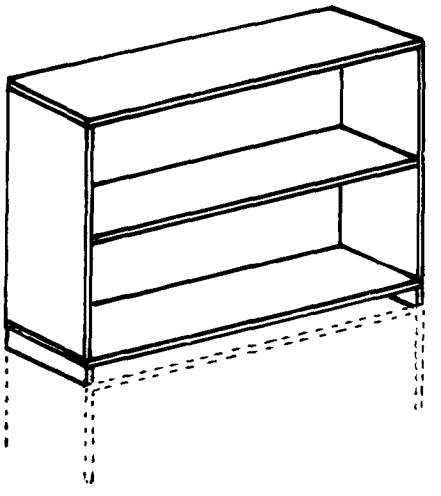
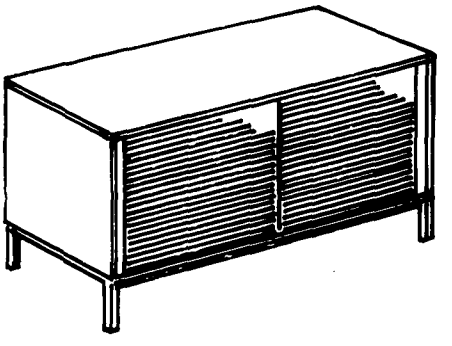
Item	Description	Quantity	Illustration
115.5.27	Office Cabinet strong metal construction with two lockable doors and 5 adjustable shelves, complete with 2 keys approx. dimensions: height 2000 mm width 1000 mm depth 500 mm to be delivered dismantled		
115.5.28	Cash Box strong metal box with safety lock and tray for coins, complete with 2 keys, approx. size 300 x 250 x 100 mm		
115.5.29	Locker for Valuables strong metal construction with safety lock, for personal effects approx. dimensions for each module: height 300 mm width 300 mm depth 350 mm		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

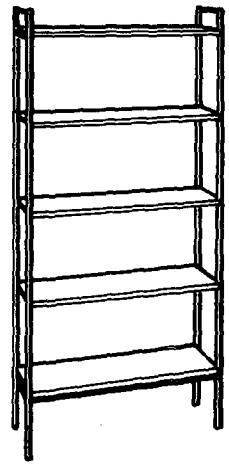
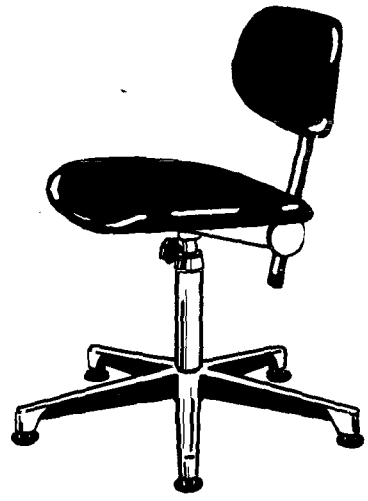
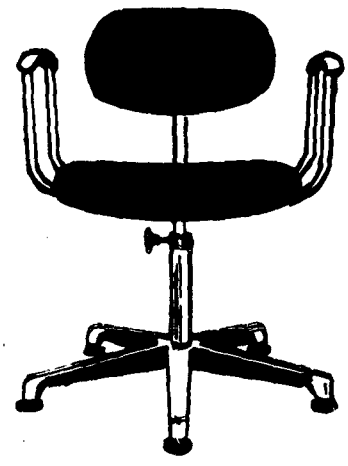
Item	Description	Quantity	Illustration
115.5.30	Safe small, for all sorts of documents requiring protection from burglary and fire, with picklock protection and fire protection for approx. 60 minutes, with locking bolts in steel, complete with 2 keys approx. dimensions: height 500 mm (inside 350 mm) width 550 mm (inside 400 mm) depth 500 mm (inside 350 mm)		
115.5.31	Shredding Machine for destroying documents by shredding them to approx. 4 mm wide, with built-in paper basket, approx. capacity 6 sheets approx. cutting length 230 mm (A4)		

Item	Description	Quantity	Illustration
115.5.32	Desk Lamp desk lamp for up to 60 watt bulbs, with adjustable arm, total length approx. 800 mm, lamp shade diameter approx. 200 mm, screw fitting of the lamp complete with: desk stand 5 spare 60 watt bulbs cable and plug		
115.5.33	Fluorescent Desk Lamp with adjustable arm, approx. length 1000 mm, approx. size of lampshade 500x100 mm complete with: desk stand 5 spare fluorescent bulbs cable and plug		
115.5.34	Magnifying Lamp with 3,5 dioptries magnifying glass and fluorescent tube, adjustable arm with total length approx. 1000 mm, approx. diameter of lamp shade and magnifying glass 250 mm complete with: table clamp attachment 2 spare fluorescent tubes cable and plug		

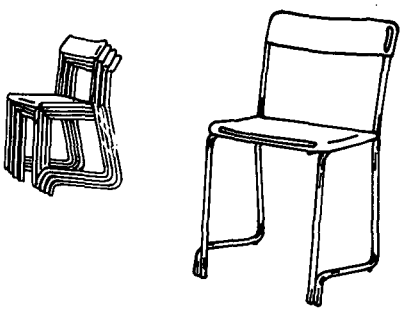
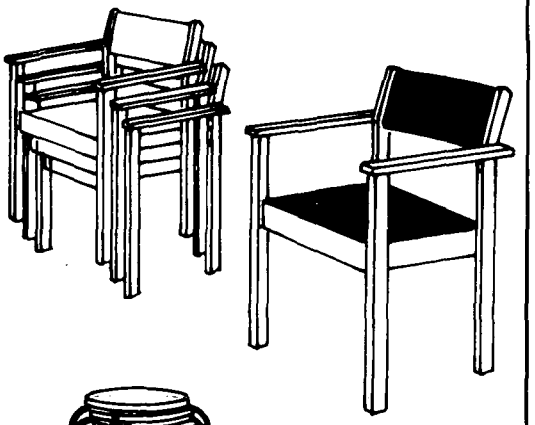
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.5.35	Office Desk with Side Table strong metal frame construction with wooden desk top, complete with three lockable drawers and one side table with small cabinet to form a L-shape office place, drawers to be fitted with dividers and utensils tray, cabinet to be fitted with seven letter trays size A4 and a front shutter panel, complete with two keys approx. dimensions: desk top 1600 x 800 mm side table top 1600 x 430 mm height 800 mm Note: Must be delivered dismantled		
115.5.36	Office Desk strong metal frame construction with wooden desk top, complete with three lockable drawers on both sides, drawers complete with dividers and utensils tray and two keys approx. dimensions: desk top 1800 x 800 mm height 800 mm Note: Must be delivered dismantled		
115.5.37	Bookcase made of wood with two shelves, suitable as a top on a cupboard or as a separate standing bookcase approx. dimensions: length 1100 mm depth 300 mm height 800 mm		
115.5.38	Cupboard made of wood with metal frame, with two shutter doors, including seven letter trays approx. dimensions: length 1100 mm depth 430 mm height 800 mm		

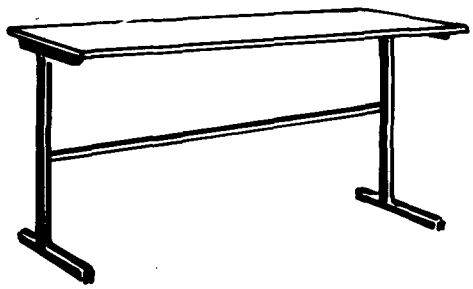
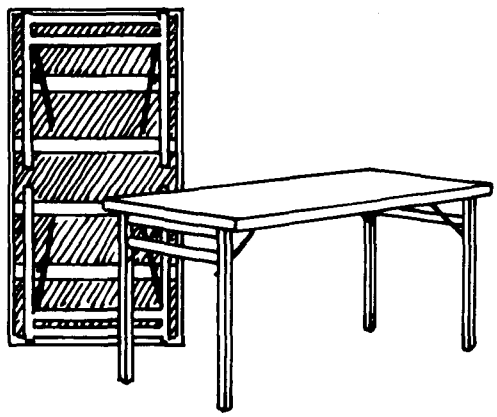
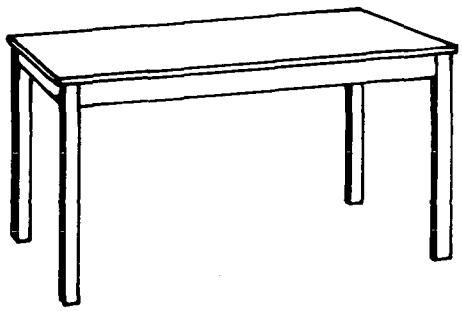
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.5.39	Office Shelf strong metal construction with five adjustable wooden shelves approx. dimensions: height 1900 mm width 900 mm depth 300 mm must be delivered dismantled		
115.5.40	Office Chair metal construction with five swivel wheels, cloth upholstered seat and back, turnable, adjustable in height, approx. seat height from 400 up to 500 mm		
115.5.41	Office Chair with Armrest metal construction with five swivel wheels, cloth upholstered seat and back, with armrests, turnable, adjustable in height, approx. seat height from 400 up to 500 mm		

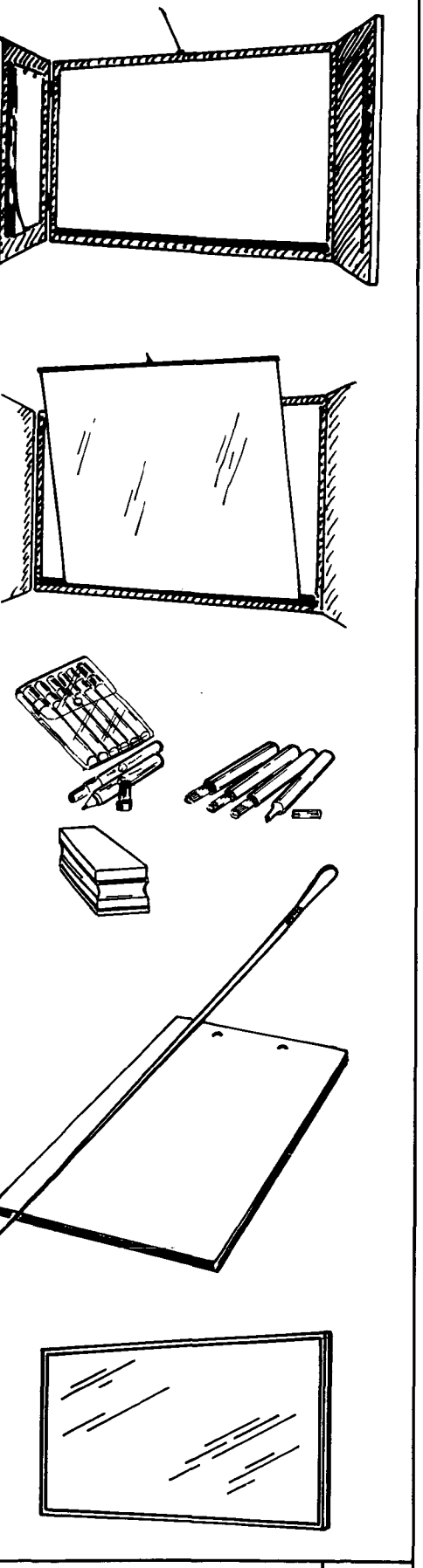
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.5.42	Student Chair with strong metal frame, seat and back of moulded wood, stackable, approx. seat height 450 mm		
115.5.43	Chair - Stackable with strong metal frame, seat and back of moulded plastic, linkable and stackable, approx. seat height 450 mm		
115.5.44	Chair with Writing Table with strong metal frame, seat and back of moulded plastic, linkable, approx. seat height 450 mm, approx. size of table 250 x 500 mm		
115.5.45	Chair for Conference Rooms with wooden frame and armrests, upholstered seat and back, approx. seat height 450 mm		
115.5.46	Stool with strong metal frame and with wooden seat, stackable, approx. height 450 mm		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.5.47	Student Desk - Simple with strong metal frame and laminated desk top for one student, adjustable in height approx. dimensions: desktop 700 x 600 mm height 600 x 750 mm		
115.5.48	Students Desk - Double with strong metal frame and laminated desk top for two students approx. dimensions: desk top 1500 x 700 mm height 750 mm		
115.5.49	Table - Portable with top made of wood-fibre-board and with foldable wooden legs approx. dimensions: table top 1500 x 700 mm height 750 mm		
115.5.50	Table for Conference Room made of wood suitable for conference room and for 6 chairs approx. dimensions: table top 2000 x 900 mm height 750 mm		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.5.51	Conference Cupboard for wall mounting, made of wood with two doors, inside fitted with white plastic coated writing board for special felt markers and metallic surface for magnetic display, built-in projection screen, hooks for conference paper pads approx. dimensions: white board 2000 x 1200 mm projection screen 1800 x 1800 mm complete with: set of 6 white board markers in different colours one white board cleaner set of 4 felt markers for conference pads one pointer approx. length 1 m 10 pcs conference paper pads approx. size 600 x 850 mm		
115.5.52	Mirror - Framed Note: size of a mirror should be specified in the request.		

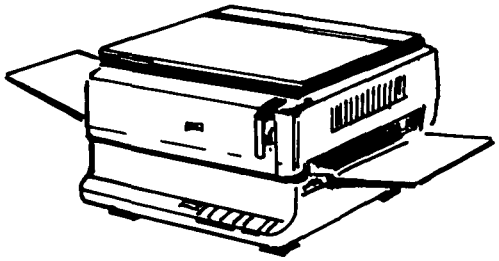
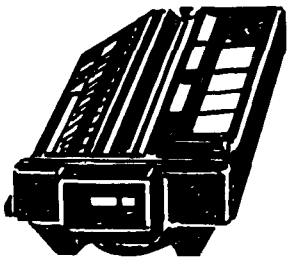
Section 6 - Reproduction Equipment and Supplies

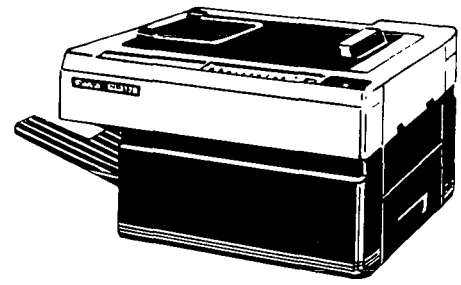
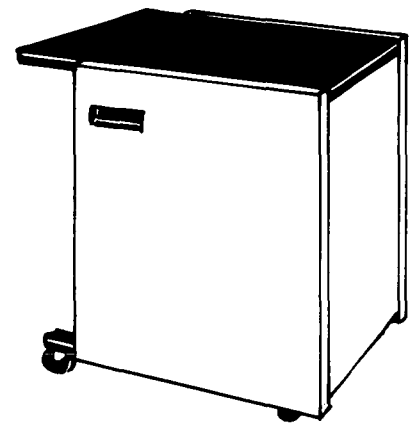
- Assortments of simple and elaborate copying and printing equipment and supplies are listed in this section. These items are useful for the preparation of contrast prints and copies as required for training software and forms. They are not intended as supplies for a commercial printing press. The large offset printer and the accompanying supplies are only intended for projects where large quantities of training material are printed to cover the needs of a province, a country or a region.

- When preparing a request of printing equipment and supplies the advice of a specialist in printing should be obtained. Proper operation with continously good results of the heavier offset printer needs a skilled operator. The supplies should be ordered for quantities in lots of 100.000 copies.

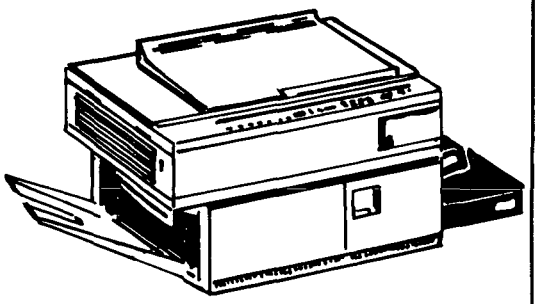
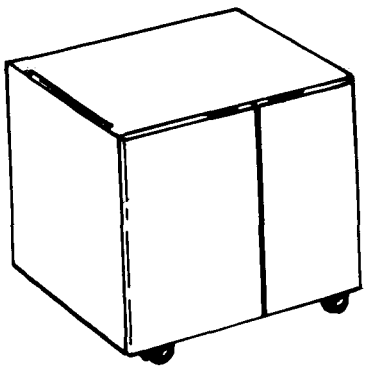
- Only those types and makes of photocopiers and/or duplicating machines should be listed in equipment requests having reliable after-sales services in the recipient country.

Annex V - Different methods for reproduction

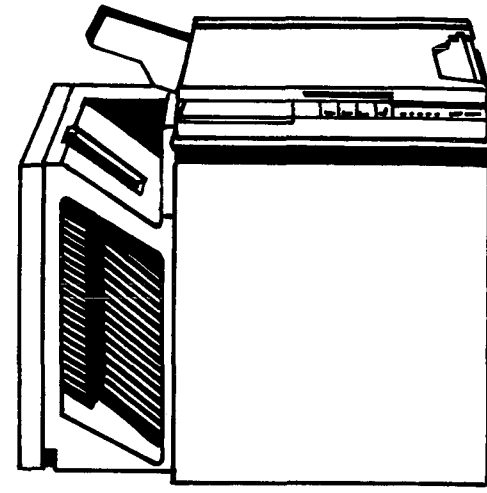
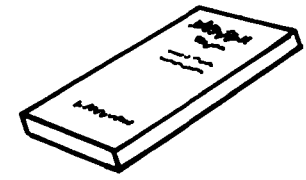
Item	Description	Quantity	Illustration
115.6.1	Photocopier - Small small plain paper copier for single A4 size copies, suitable for ordinary and coloured paper 60 to 120 grams per square metre and for transparency sheets, 1:1 reproduction, exchangeable cartridge containing essential parts and toner approx. capacity 2500 copies per cartridge paper loading by cassette containing approx. 100 sheets approx. capacity 10 copies per minute complete with: 4 cartridges with black toner 1 paper cassette A4 user's manual approx. size 400 x 500 x 250 mm Note: copying paper on page 140		
115.6.1A	Toner for a photocopier in cartridges Note: model(s) of copier(s) should be specified when ordering toner and spare parts		

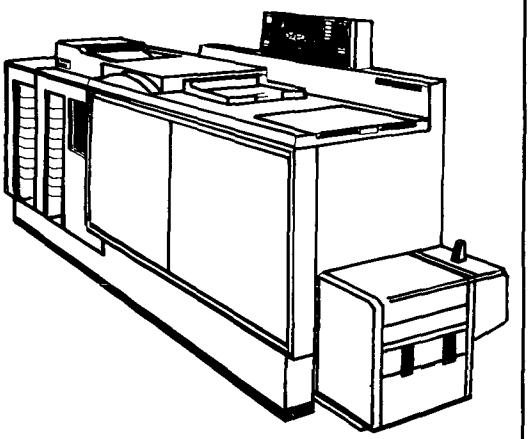
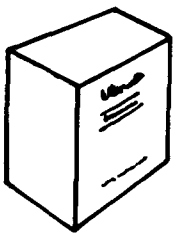
Item	Description	Quantity	Illustration
115.6.2	Photocopier - Medium plain paper copier for paper size A4/A5 to B4/B5, 1:1 reproduction, for single or multi-copying up to 99 copies, for copying on paper from 60 up to 90 grams per square metre, paper loading by cassette containing approx. 100 sheets, approx. capacity 10 copies per minute, copy contrast regulator complete with: one A4/A5 paper cassette one B4/B5 paper cassette toner for approx. 40.000 copies user's manual service manual		
115.6.2A	Toner Note: model(s) of copier(s) should be specified when ordering toner and spare parts		
115.6.2B	Service Spare Parts Set		
115.6.2C	Pedestal for Photocopier - Medium Size floor stand on castors and with compartments for paper and supplies for photocopier		

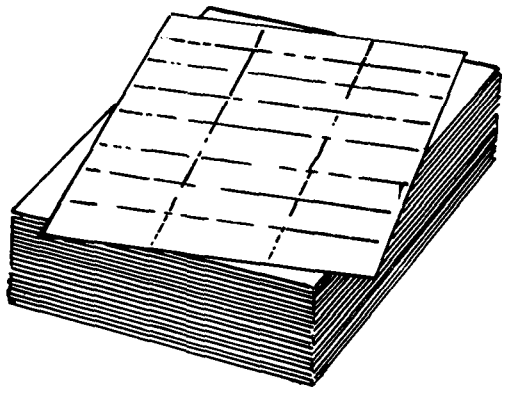
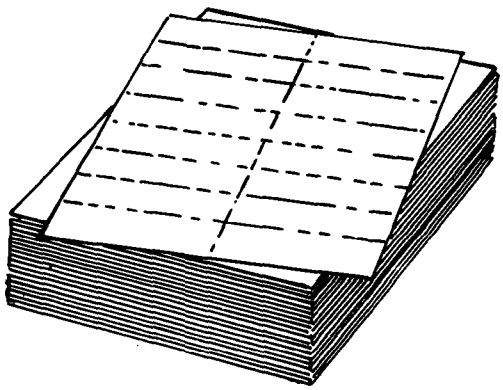
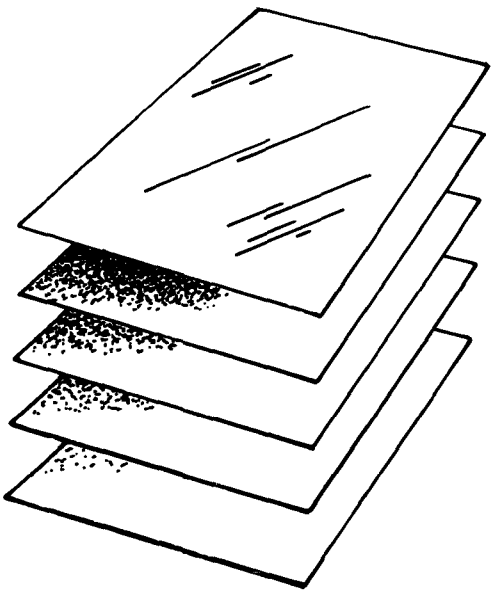
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

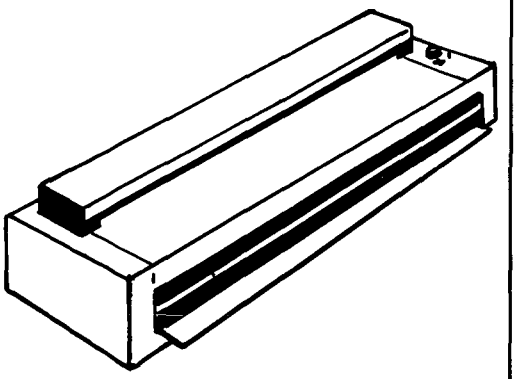
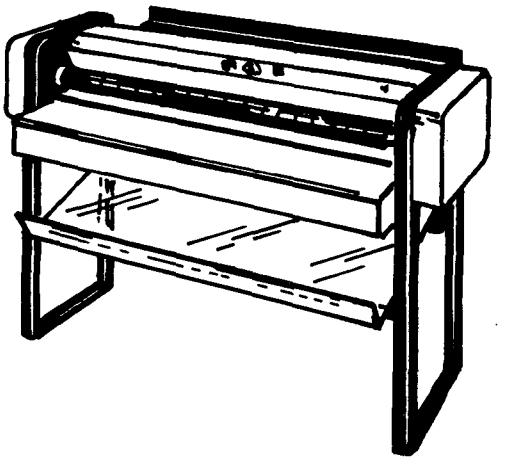
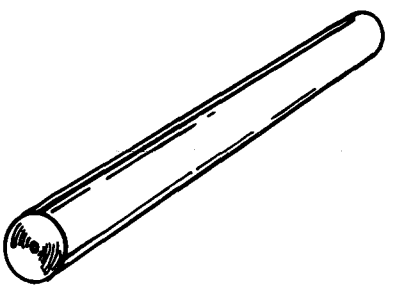
Item	Description	Quantity	Illustration
115.6.3	Photocopier - Large Size plain paper copier for A3/A4 paper size and weight from 60 grams per square metre to 120 grams per square metre, with three or four reduction possibilities; and two enlarging possibilities; single or multicopying up to 99 copies, paper feed by 2 cassettes A4 and A3, each cassette for approx. 250 sheets, copy contrast regulator, alphanumerical operator's and diagnostic display copying speed: A4, about 20 copies per minute A3, about 12 copies per minute complete with: A4 cassette A3 cassette toner for approx. 120.000 copies user's manual service manual Note: copying paper on page 140		
115.6.3A	Toner Note: model(s) of copier(s) should be specified when ordering toner and spare parts		
115.6.3B	Service Spare Parts Set		
115.6.3C	Pedestal for Photocopier - Large Size floor stand on castors and with compartments for paper and supplies for photocopier		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

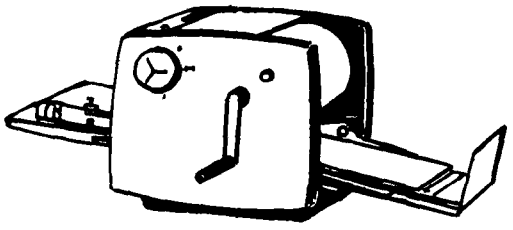
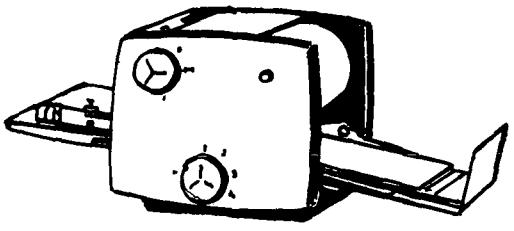
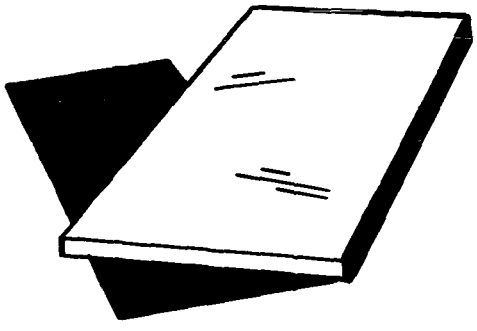
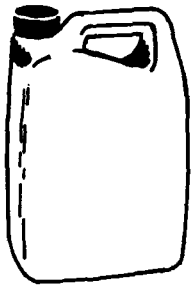
Item	Description	Quantity	Illustration
115.6.4	Photocopier - Large Size With Sorter plain paper copier for paper sizes A4 and A3 with two or three reduction possibilities, range of paper weight of originals and copies from 60 grams to 120 grams per square metre, paper loading by two cassettes, A4 and A3 size, each cassette for approx. 250 sheets, sorter: vertical type, with 15 bins, each bin with capacity of approx. 40 copies, counter up to 99 copies, copy contrast regulator, alphanumerical operator's and diagnostic display copying speed of about 30-35 copies per minute for A4 paper complete with: one cassette A4 one cassette A3 user's manual service manual toner for approx. 120.000 copies Note: copying paper on page 140		
115.6.4A	Toner		
115.6.4B	Service Spare Part Set		

Item	Description	Quantity	Illustration
115.6.5	Photocopier - Large Size High Speed plain paper copier for paper sizes A4 and B4 with three or four reduction possibilities, minimum range of paper weight from 60 to 120 grams per square metre, approx. capacity of paper cassette 500-1000 sheets, sorter: vertical type, two sections, each section with 20 bins, each bin capacity 100 sheets (80 grams per square metre), selector of copies from 1 to 999, copying speed approx. 50-70 sheets per minute, copy contrast regulator, alphanumerical operator's and diagnostic display complete with: standard cassettes (A4 and B4) user's manual service manual toner for approx. 200.000 copies Note: copying paper on page 140		
115.6.5A	Toner Note: model(s) of copier(s) should be specified when ordering toner and spare parts		
115.6.5B	Service Spare Parts Set		

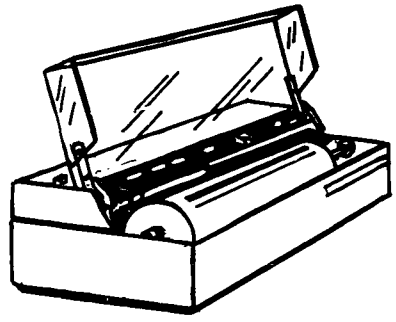
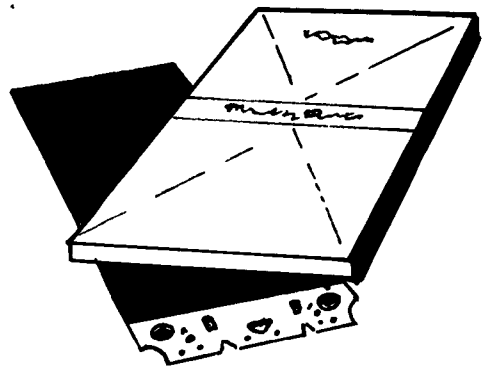
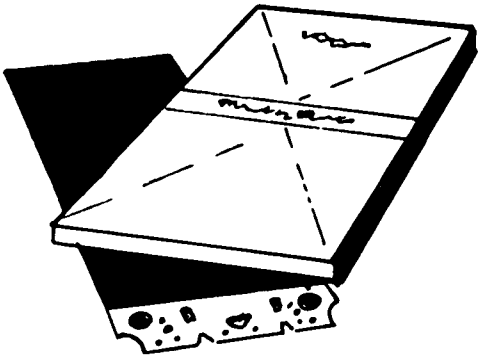
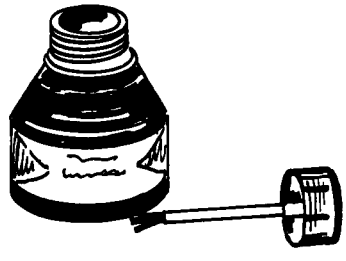
Item	Description	Quantity	Illustration
	Note: copying paper on page 140		
	Address Labels for Photocopier labels suitable for plain paper copier white, on A4 sheets		
115.6.6	100 sheets, label size 70 x 36 mm, 24 labels per sheet		
115.6.7	100 sheets, label size 105 x 36 mm, 16 labels per sheet		
	Transparencies for Photocopier suitable for plain paper copier, with a printed white edge, size A4, approx. 100 sheets per box		
115.6.8	Clear		
115.6.9	Blue		
115.6.10	Red		
115.6.11	Green		
115.6.12	Yellow		

Item	Description	Quantity	Illustration
115.6.13	Ammonia Copying Machine table model ammonia vapour developing, variable speed control, separate on/off, forward/reverse, heater and auxiliary ammonia pump switch, paper cutting facility approx. specifications: working width 1200 mm, maximum copying speed 5 m per minute, dry copies, dimensions 1400 x 350 x 250 mm complete with: two spare exposure drums (if applicable) ten spare fluorescent tubes connecting cable and plug user's manual, service manual		
115.6.13A	Developer for Ammonia Copying Machine		
115.6.14	Ammonia Copying Center with integral base, roll holder, paper cutter, variable speed control, fine control, built-in voltage stabilizer, automatic siphoning off ammonia from the surface of the print, ammonia filter approx. specifications: working width 1200 mm maximum copying speed 6 m/minute dry copies, copy storage compartment, complete with: two spare exposure drums (if applicable) ten spare fluorescent tubes connecting cable and plug user's manual, service manual		
115.6.14A	Developer for Ammonia Copying Center		
	Ammonia Copying Paper with normal sensitivity, producing black or blue lines on white background 80 grams per square metre approx. size 1000 mm x 30 m		
115.6.15	Black		
115.6.16	Blue approx. size 600 mm x 50 m		
115.6.17	Black		
115.6.18	Blue		

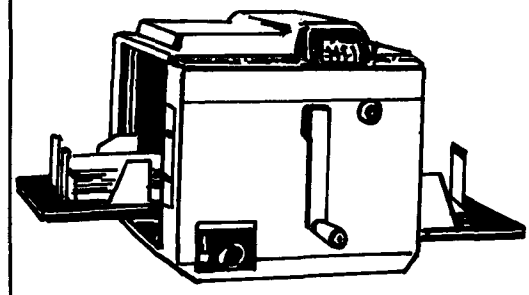
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

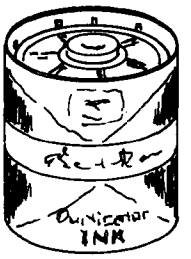
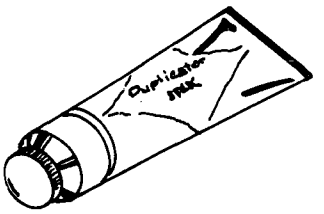
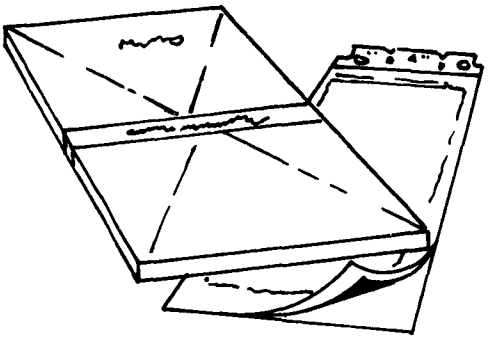
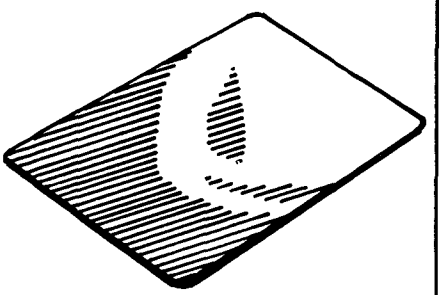
Item	Description	Quantity	Illustration
115.6.19	Spirit Duplicator - Manual with fold-up feed and receiving trays, with adjustable paper feed pressure and corner separators, adjustable printing pressure, fully automatic fluid by wick and moistening roller, 3 digit copy counter approx. specifications: for maximum paper size 230 x 360 mm maximum printing speed 80 copies per minute dimensions 350x350x250 mm		 
115.6.20	Spirit Duplicator - Electric with fold-up feed and receiving trays, with adjustable paper feed pressure and corner separators, adjustable printing pressure, fully automatic fluid by wick and moistening roller, 3 digit copy counter approx. specifications: for maximum paper size 230 x 360 mm maximum printing width 230 mm printing speed 80 copies per minute dimensions 350x350x250 mm		
115.6.21	Spirit Carbon Stencils normal standard black spirit stencils for approx. 100 copies, size A4, approx. 100 stencils per box		
115.6.22	Duplicating Liquid for Spirit Duplicator for spirit duplicators in tins or plastic container, approx. 5 litres per container		
115.6.23	Correcting Fluid for Spirit Duplicating for spirit duplicating stencils, bottle with brush, approx. 25 ml per bottle		

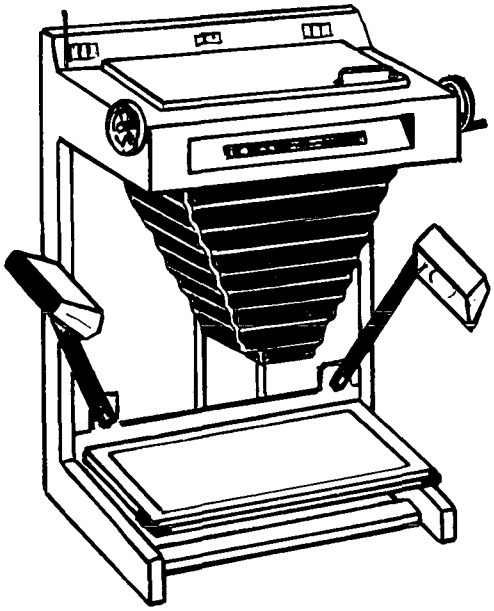
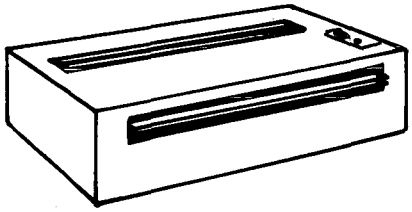
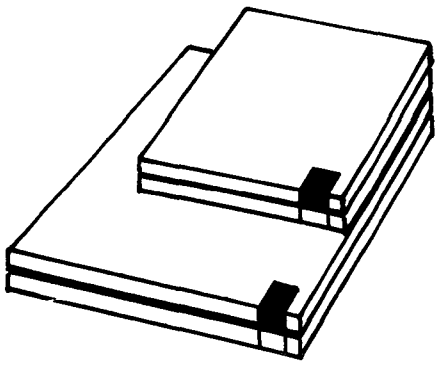
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.6.24	Electronic Stencil Cutter with scanning cylinder for transfer of originals: texts, illustrations and photographs to electro-stencils; sensitivity control, density control for reducing or increasing cutting density, light indication when styli and filter need to be replaced approx. specifications: dual scanning time 5 or 2,5 minutes maximum original size 200x380 mm maximum scanning area 210x350 mm complete with: 50 styli 20 carbon filters 10 original holders 10 stencil holders 2 standard service sets (scanning lamp, reading lamp, springs etc) 1 set of service instrument connecting cable and plug user's manual service manual		
115.6.24A	Electro-Stencils - Long Run for electronic stencil cutter, for approx. 10.000 copies, approx. 100 stencils per box		
115.6.24B	Electro-Stencils - Short Run for electronic stencil cutter, for approx. 1.000 copies, approx. 100 stencils per box		
115.6.24C	Styli for Electronic Stencil Cutter 25 pcs in box		
115.6.24D	Carbon Filter for Stencil Cutter		
115.6.24E	Correction Fluid for Electro-Stencils for stencils used with electronic stencil cutter, bottle with brush, approx. 25 ml per bottle		

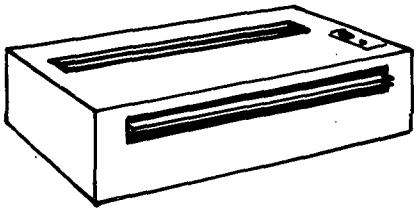
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

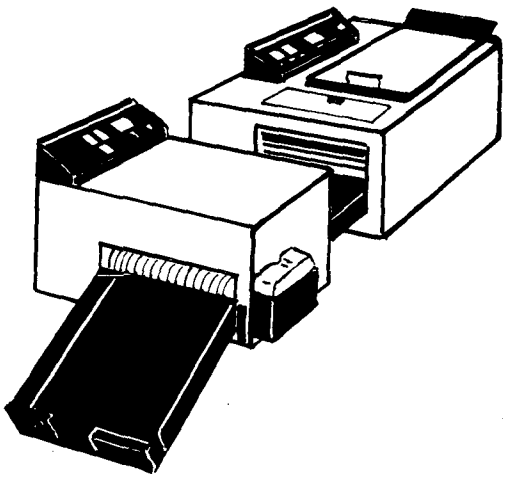
Item	Description	Quantity	Illustration
115.6.25	Stencil Duplicator heavy duty, high speed duplicator, electrically operated but also possible to operate manually, with automatic feed system for various weight of paper or boards, accurate secondary feed for over-printing of texts, copying on headings and forms or for several colours, automatic master loading under control of the on/off switch, automatic ejection of the master into a disposable paper box, automatic inking with selectable ink distribution, receiving tray with control of copystacking approx. specifications: printing speed from approx. 50 up to 150 copies per minute maximum paper size 260 x 390 mm 4 digits counter complete with: 20 pcs disposable paper boxes for master ejection, approx. capacity 35 masters for each box 20 tubes black stencil ink 2 standard service sets (stencil holder, inking roller, springs etc.) user's manual service manual		

Item	Description	Quantity	Illustration
115.6.25A	Stencil Ink in cartridges for stencil duplicators, approx. 400 cc per cartridge, black		
115.6.25B	Stencil Ink in tubes for stencil duplicators, approx 400 cc per tube, red Note: model (type) of stencil duplicator should be specified in the request to ensure proper attachment for ink cartridges		
115.6.26	Stencils for Typing dry type for normal typing and script work, long run, for approx. 10.000 copies, approx. 50 stencils per box Note: model (type) of stencil duplicator should be specified in the request to ensure proper fastening attachment for stencils		
115.6.26A	Correcting Fluid for Typing Stencils for dry type stencils, bottle with brush, approx. 25 ml per bottle		
115.6.26B	Pen for Stencils stylus for freehand work, writing and signatures, on stencils		
115.6.26C	Stencil Pad made of plastic for use when drawing or writing by hand on stencils, approx. size 250 x 350 mm		

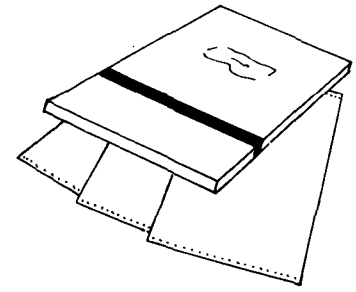
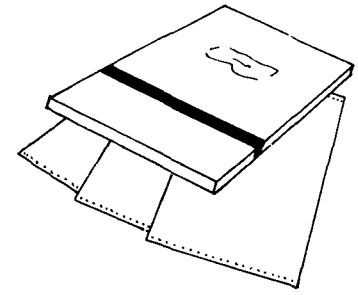
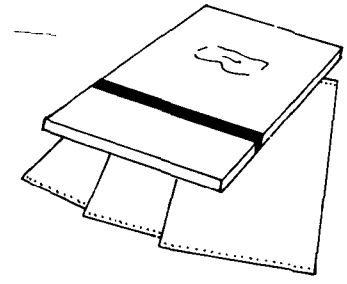
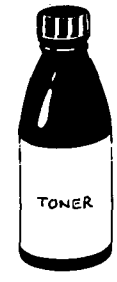
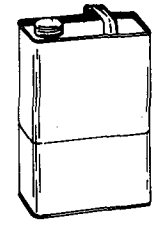
Item	Description	Quantity	Illustration
115.6.27	Process Camera for dark-room use, easy to operate, with automatic controlled exposure, film speed coder and compensator, correct size and automatic focusing using simple calibrated, percentage scale, copyboard illuminated by two halogene lamps, with two built-in standard lenses 150 mm and 210 mm approx. specifications: max. original size 500x700 mm max. reproduction size 450x550 mm reproduction ratio: by 150 mm lens - 25 to 50% and 200 to 400& by 210 mm lens - 50 to 200% complete with: 10 halogene lamps user's manual service manual		
115.6.27A	Developing Unit for Process Camera to convert negative proof copies, made in process camera, into positive paper proof copies, for use as originals when making artwork for offset duplicators, approx. dimensions 700x300x150 mm complete with: 100 sheets copyproof negative A4 100 sheets copyproof negative A3 100 sheets copyproof positive A4 100 sheets copyproof positive A3 5 litre copyproof liquid for developing unit cable and plug user's manual service manual		 

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

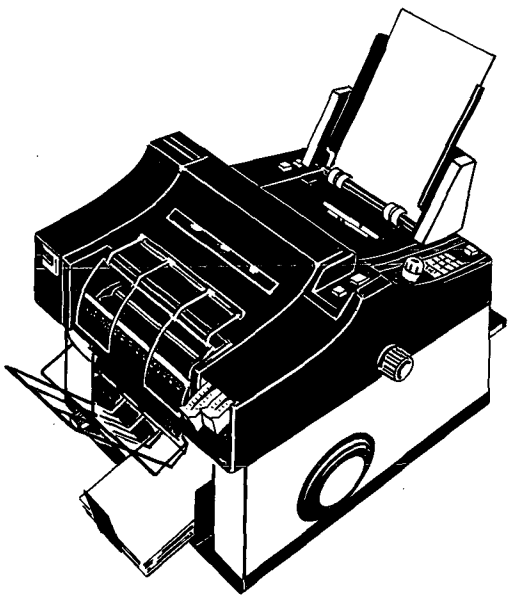
Item	*Description*	Quantity	Illustration
115.6.27B	Developing Unit for Metal Plates for use with process camera, to convert negative film to metal masters, for direct use on the offset duplicator, when the master is developed, fixing is made by hand complete with: 50 negative paper sheets for use on process camera 50 metal plates, size A4, each plate for approx. 20.000 copies 2,5 litre developer 0,5 litre fixer to stop action of developer 0,5 litre preserver for protecting the metal plates during storage user's manual service manual		

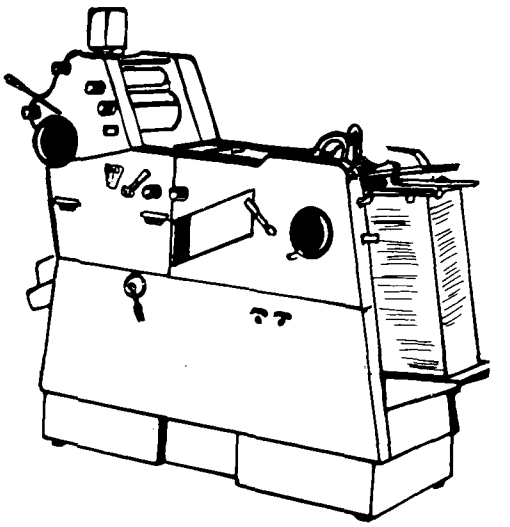
Item	Description	Quantity	Illustration
115.6.28	Plate Maker heavy duty plate maker, combined exposure and developing unit, with electrostatic process whereby dry powder is fused by heat to the plate; possibility to correct the plate before it is fused with a magnetic stylus and plate cleaner; powder fixed and etched on the plate by fuser, process time to obtain plate ready for use in an offset duplicator approx. 40 seconds approx. specifications: maximum reproduction size 260 x 340 mm reproduction ratio 1:1 dimensions 2100 x 500 x 400 mm complete with: two standard service sets (spare parts) approx. 1.000 long run paper plates A4, each plate for approx. 10.000 copies, toner and developer for approx. 1.000 plates, magnetic stylus and plate cleaner for corrections before fusing, sufficient plate etch for the fuser, for approx. 1.000 plates, connecting cable and plug, user's manual service manual		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

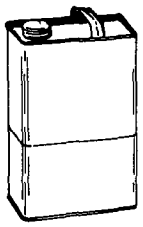
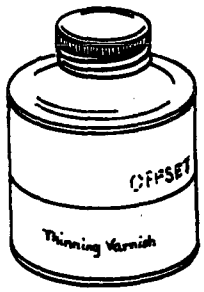
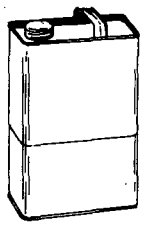
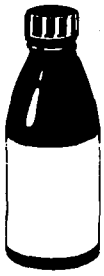
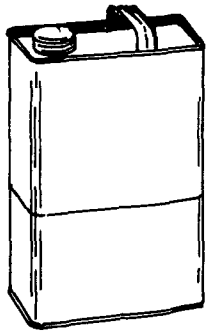
Item	Description	Quantity	Illustration
115.6.29	Paper Plates Long Run strong and robust master for long run, producing up to approx. 10.000 copies, size A4 approx. 200 pcs per pack		
115.6.30	Paper Plates Medium Run strong and robust master for medium run, producing up to approx. 2000 copies, size A4 approx. 200 pcs per pack		
115.6.31	Paper Plates Short Run good quality for small editions up to approx. 100 copies, size A4 approx. 200 pcs per pack Note: State type of offset duplicator when ordering paper plates to ensure correct type of plates		
115.6.32	Plate Toner for use in the plate maker to form the image on the plate, approx. 300 grams per bottle		
115.6.33	Plate Developer for use as a carrier for the toner in the plate maker, approx. 1 kg per bottle		
115.6.34	Plate Etch for priming paper plates manually, in applicator or with plate maker unit, approx. 5 litre per container		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.6.35	Offset Duplicator offset duplicator for office use for high volumes of documents, forms or letterheads, with automatic- or manual control using main control knob, for damping, inking, pre-impression, paper feed, plate eject and blanket washing, electronic counter with four digits, paper feed to switch off auto- matically after required copies printed, unit with eight rollers for damping, and inking approx. specifications: for maximum paper size 395x297 mm to 180 grams per square metre maximum image area 335 x 250 mm feedboard/collecting tray capacity 1000 sheets gripper margin 10 mm variable speed range for 60 to 120 copies per minute plate size 254 mm punched or unpunched approx. dimensions: open length 1.000 mm closed length 700 mm width 600 mm height 850 mm complete with: 25 cartridges of black ink approx. 500 cc per cartridge 2 spare rubber blankets 5 litres of cleaning liquid set of setting-tools two standard service sets (spare parts) user's manual service manual		

Item	Description	Quantity	Illustration
115.6.36	Offset Duplicator - Heavy Duty heavy duty offset duplicator, with single control lever that operates the damping and inking system, automatic damping device for plates, detector to ensure that only one sheet is fed, accurate secondary feed for over-print and colour prints, quick set side and swinging headlay control adjust paper angel, counter up to 99999 copies that can be set to cut of paper feed automatically, with 11 rollers for inking and 4 rollers for damping with self lubricating pump, approx. specifications: for maximum paper size 395x295 mm for paper weight from 45 grams up to 290 grams per square metre maximum image area 335 x 245 mm feedboard capacity 5000 sheets collecting tray capacity 1000 sheets gripper margin 6 to 8 mm variable speed range from 50 up to 150 copies per minute plate size 254 mm approx. dimensions: length 1.500 mm width 650 mm height 1.300 mm complete with: ink and blanket roller cleaning unit 5 litre cleaning liquid fountain solution for use in damping 1 spare rubber blanket 2 extra damping roller covers each for the small and the large roller set of setting-tools two standard service sets (spare parts) user's manual service manual		

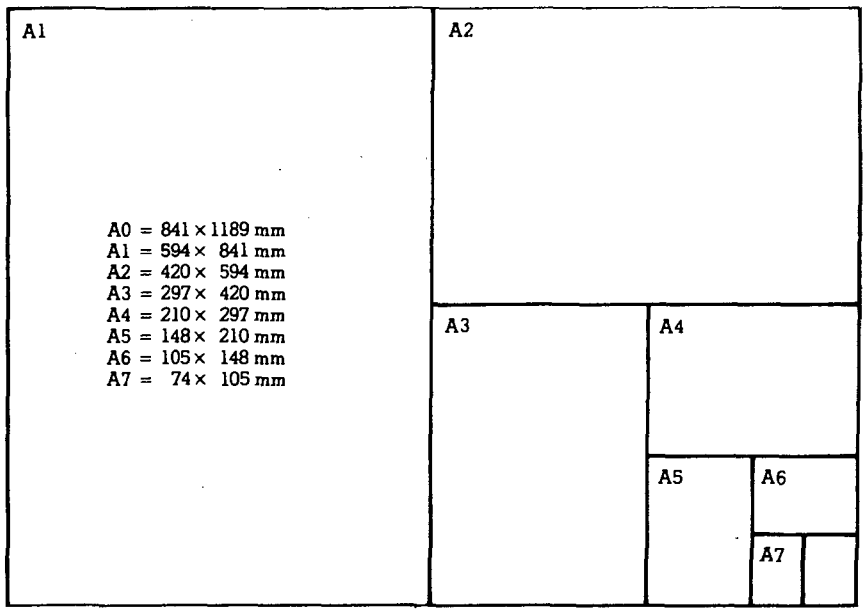
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.6.37	Fountain Solution used in the damping system of the duplicators to ensure clarity of image right through the run when using metal plates, approx. 5 litres per container		
	Offset Ink for quick drying, approx. 0,5 litres per tin		
115.6.38	Black		
115.6.39	Green		
115.6.40	Blue		
115.6.41	Red		
	Note: model (type) of offset duplicator should be specified in the request to ensure proper type of offset ink		
115.6.42	Thinning Varnish used to thin down ink in cold temperatures, approx. 2,5 litres per bottle		
115.6.43	Thickening Varnish used to thicken ink in hot climates, approx. 2,5 litres per bottle		
115.6.44	Blanket and Roller Wash quick drying cleaner for rubber blankets and rollers of the offset duplicator, approx. 5 litres per bottle		 
115.6.45	Blanket Restorer for reconditioning and restoring worn blankets, approx. 0,5 litres per tin		
115.6.46	Hand Cleaner for cleaning ink and oil from hands, approx. 5 litres per tin		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

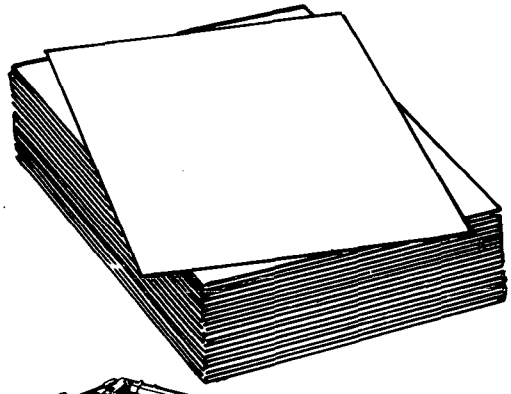
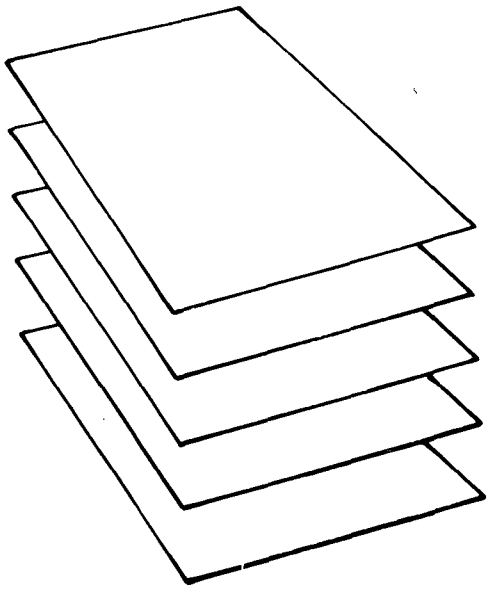
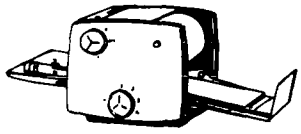
Section 7 - Paper and Paper Handling Machines

- Different kinds of paper are listed under this section. For the purpose of specifying dimensions of paper, envelopes, files, etc., and the capacity of paper handling and paper processing equipment, the following paper sizes have been used in this guide.

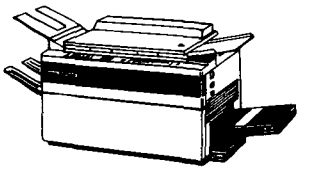
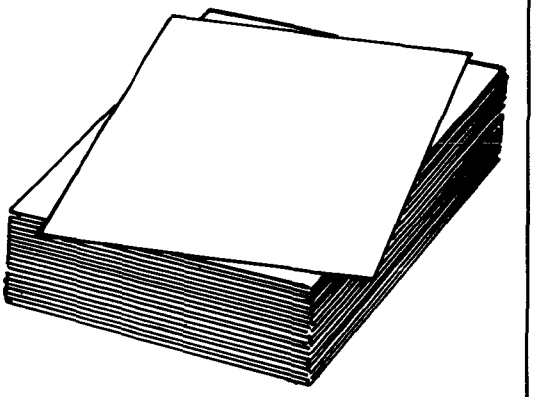
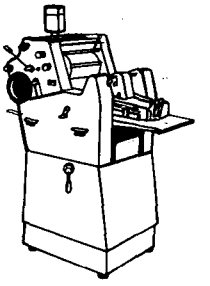
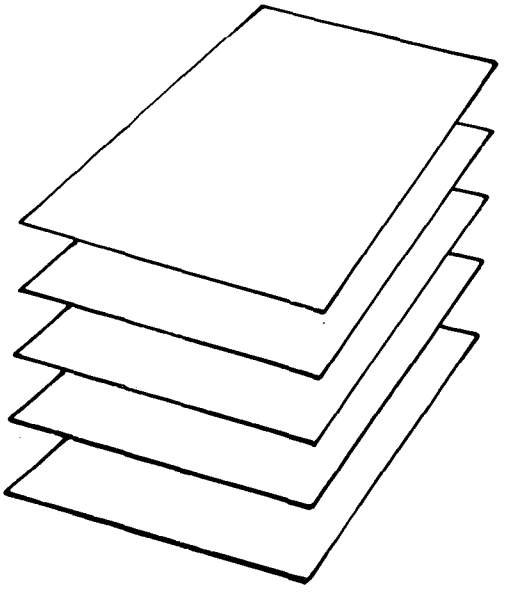


- 1000 sheets of A4 paper, 80 grams per square metre, have a weight of approx. 5 kg.

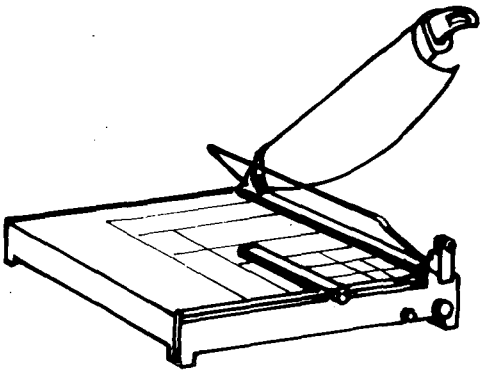
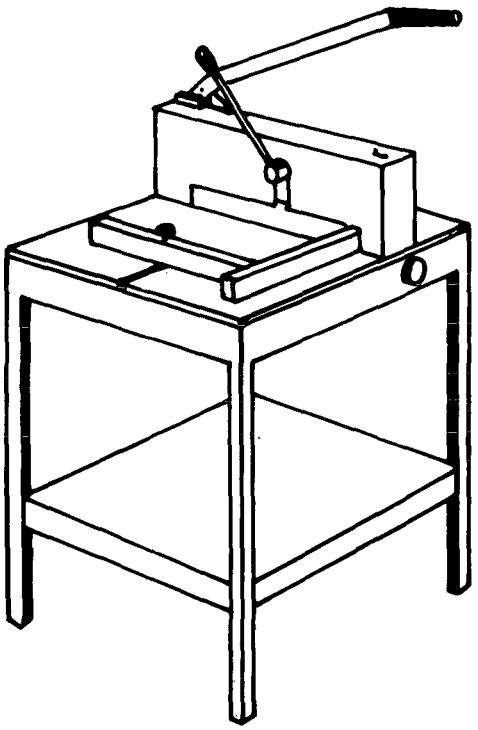
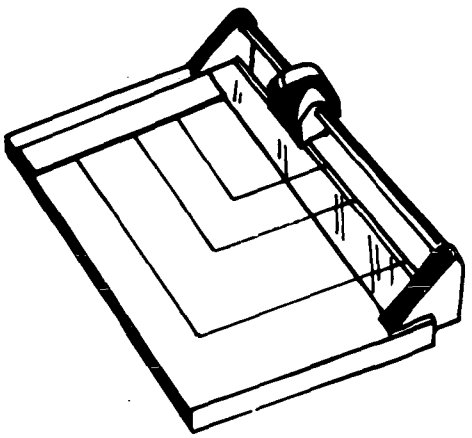
- One cubic metre of 80 gr/sq.m. paper holds approx. 140.000 sheets

Item	Description	Quantity	Illustration
115.7.1	Typewriting Paper - 45 grams white, manifold paper for airmail or typewritten copies, matt, 1000 sheets per pack, 45 grams per square metre, size A4		
115.7.2	Typewriting Paper - 70 grams white, matt, 1000 sheets per pack, 70 grams per square metre, size A4		
115.7.3	Typewriting Paper - 80 grams white, matt, 1000 sheets per pack, 80 grams per square metre, size A3		
115.7.4	Duplicating Paper white, matt, woodfree, uncoated and surface paper, 1000 sheets per pack, 80 grams per square metre, size A4		
	Coloured Duplicating Paper coloured, woodfree paper for duplicating and offset, 1000 sheets per pack, 75 grams per square metre, size A4		
115.7.5	Pink		
115.7.6	Light Yellow		
115.7.7	Light Green		
115.7.8	Light Blue		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

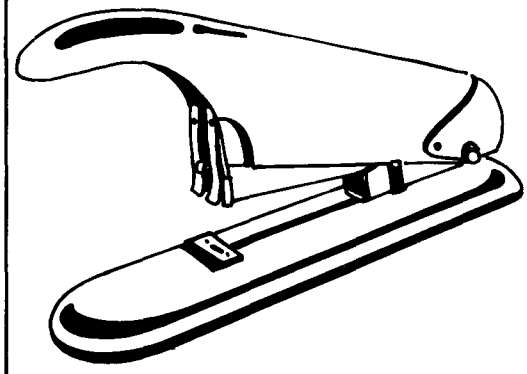
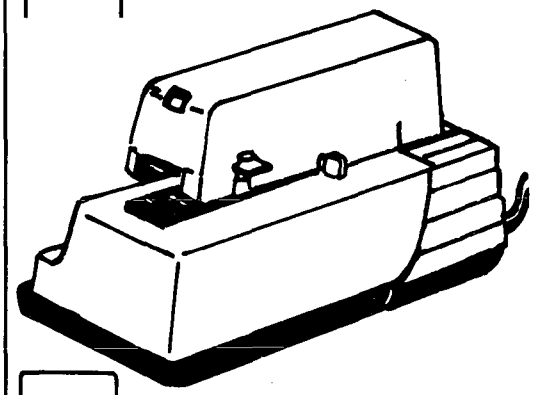
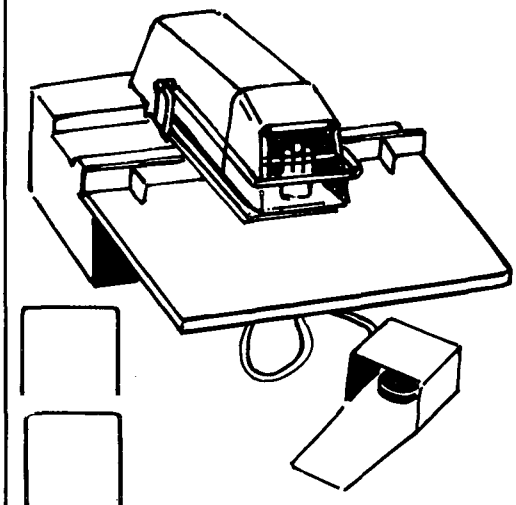
Item	Description	Quantity	Illustration
	Photocopying Paper		
	white, matt, woodfree, uncoated and surface paper, suitable for photocopying and offset, 1000 sheets per pack, 80 grams per square metre		
115.7.9	Size A4		
115.7.10	Size A3		
	Offset Printing Paper		
	white, matt, woodfree paper, 1000 sheets per pack, size A4		
	Grams per square metre:		
115.7.11	70 g		
115.7.12	85 g		
115.7.13	100 g		
115.7.14	120 g		
115.7.15	Allround Paper		
	white paper suitable for spirit-duplicating, photocopying and offset, 1000 sheets per pack 80 grams per square metre, size A4		
	Coloured Paper		
	matt, woodfree, suitable for type-writing, photocopying and offset, 1000 sheets per pack, 80 grams per square metre, size A4		
115.7.16	Pink		
115.7.17	Light Yellow		
115.7.18	Light Green		
115.7.19	Light Blue		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

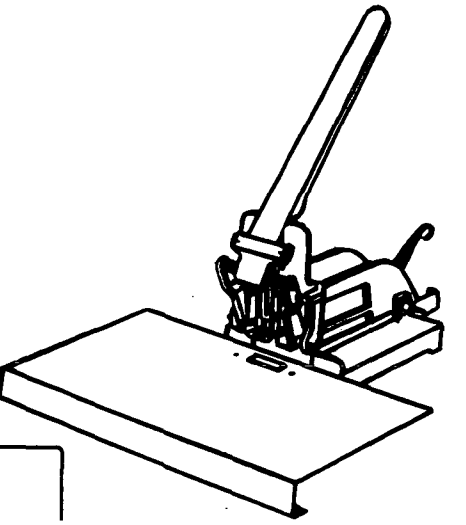
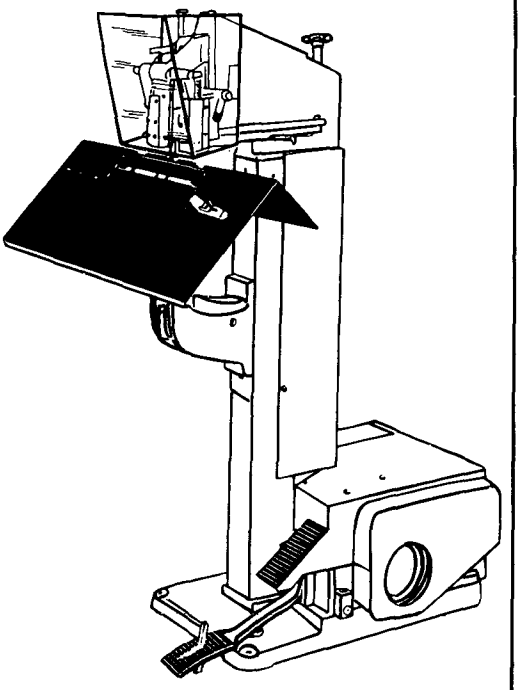
Item	Description	Quantity	Illustration
115.7.20	Paper Cutter - Small manually operated, with paper scales, metric measuring edge, paper clamping device, approx. cutting capacity 4 mm approx. cutting length 360 mm		
115.7.21	Paper Cutter with Stand heavy duty manually operated paper cutter with guide lines for international paper sizes and automatic paper clamping device and safety device, self-sharpening of knife, complete with floor stand, approx. cutting capacity 40 mm, approx. cutting length 360 mm		
115.7.22	Paper Trimmer for exact trimming of single sheets of paper, cardboard and foil, with sliding knife, metric measuring edge, guide lines for international paper sizes and automatic paper clamping device, approx. cutting length 960 mm		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

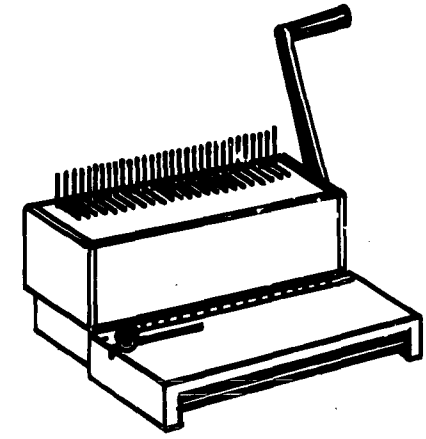
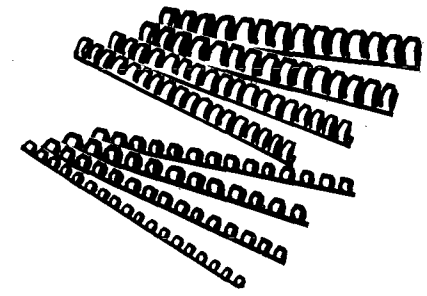
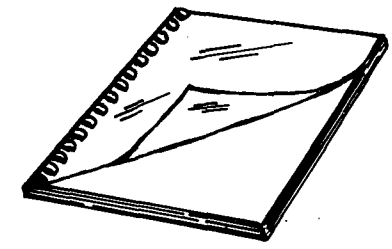
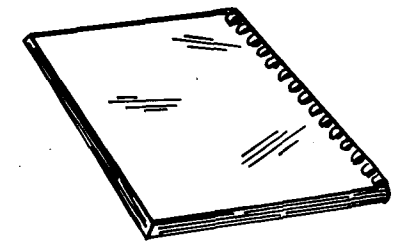
Item	Description	Quantity	Illustration
	Note: Small hole puncher on page 53.		
115.7.23	Hole Punch - Adjustable with 4 adjustable hole punches in metal frame and paper guide, approx. capacity 5 mm		
115.7.24	Automatic Hole Punch suitable to drill holes through up to 25 mm of paper, electrically operated, supplied with two 6 mm drills and operating instructions approx. working surface 470x250 mm		
115.7.25	Stapler Pliers steel constructed stapler pliers for 6 mm staples, holding capacity up to 200 staples, complete with 20.000 staples, 6 mm		
115.7.25A	Staples 6 mm approx. 5.000/box		
	Note: dimension(s) and type(s) of staples and model of stapler should be specified in the request		
115.7.26	Stapling Gun steel constructed stapling gun for 4 to 14 mm staples, holding capacity up to 150 staples, complete with 10.000 staples each of 4, 8 and 14 mm staples		
115.7.26A	Staples 4 mm approx. 5.000/box		
115.7.26B	Staples 8 mm approx. 5.000/box		
115.7.26C	Staples 14 mm approx. 5.000/box		

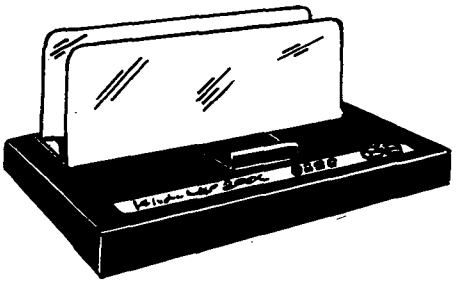
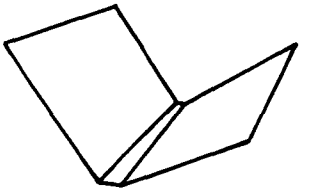
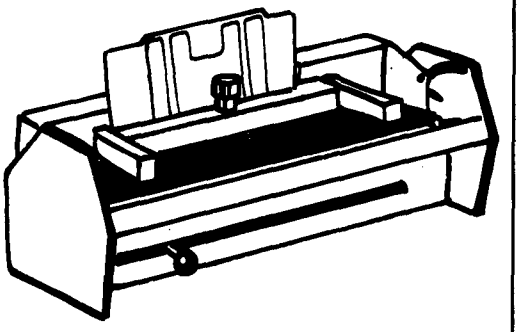
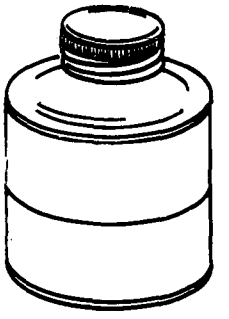
Item	Description	Quantity	Illustration
115.7.27	Giant Stapler manually operated stapler for 10 to 14 mm staples, capable of stapling up to 10 mm of paper, complete with 10.000 staples each of 10 and 14 mm staples		
115.7.27A	Staples 10 mm approx. 5.000/box		
	Note: dimension(s) and type(s) of staples and model of stapler should be specified in the request		
115.7.28	Automatic Electric Stapler - 3 mm table model, capable of stapling up to 3 mm of paper, for 6 and 8 mm staples, complete with 20.000 staples each of 6 and 8 mm staples		
115.7.29	Automatic Electric Stapler - 16 mm staples up to 16 mm of paper, automatic adjustment to the paper thickness, 3 operations possible: hand, foot or automatic releasing, complete with 20.000 staples each of 12 and 16 mm staples		
115.7.29A	Staples 12 mm approx. 5.000/box		
115.7.29B	Staples 16 mm approx. 5.000/box		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

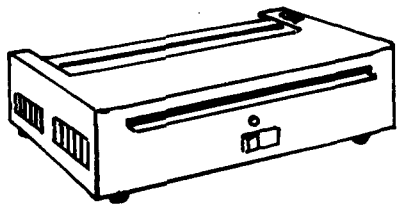
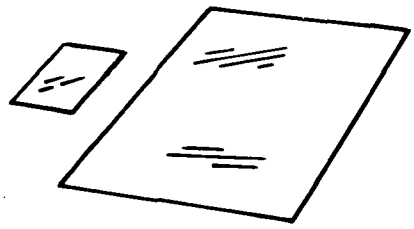
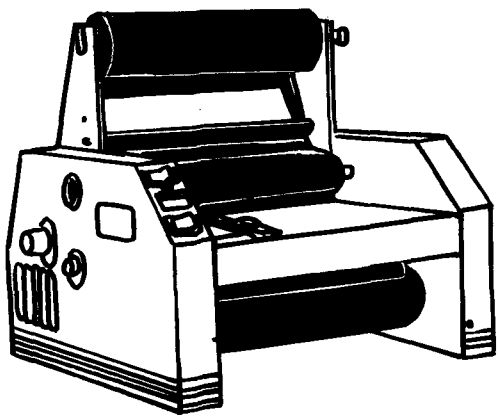
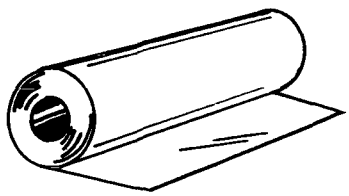
Item	Description	Quantity	Illustration
115.7.30	Stapler heavy duty manually operated stapler, staples up to 17 mm, suitable for paper, cardboard, leather, textiles and plastic, complete with 10.000 staples each of 10, 15 and 20 mm staples working table size approx. 300x200 mm		
115.7.30A	Staples 15 mm approx. 5.000/box		
115.7.30B	Staples 20 mm approx. 5.000/box		
	Note: dimension(s) and type(s) of staples and model of stapler should be specified in the request		
115.7.31	Electric Single Head Stitcher heavy duty electrically operated high speed stitcher for professional use, flat or saddle stitching for up to approx. 15 mm of paper complete with: footswitch 50.000 staples each of 6, 10, 15 and 18 mm staples		
115.7.31A	Staples 18 mm approx. 5.000/box		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

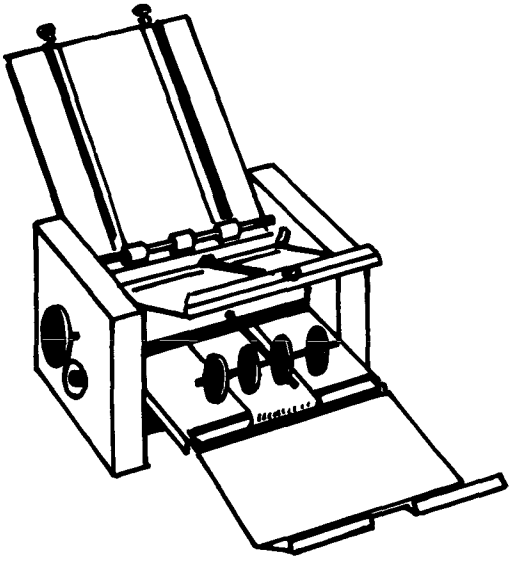
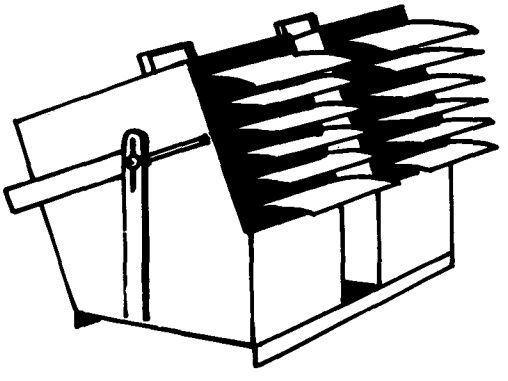
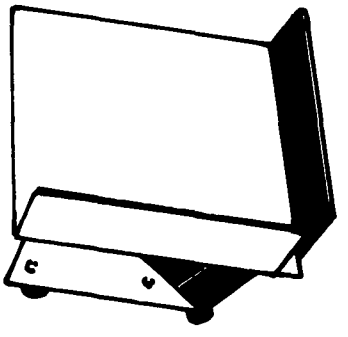
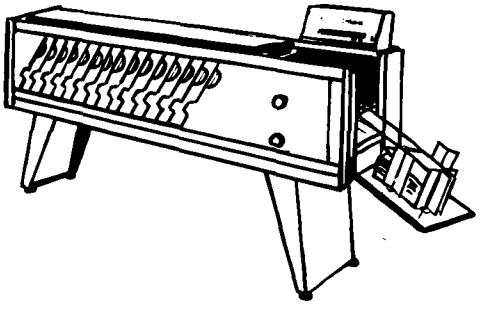
Item	Description	Quantity	Illustration
115.7.32	Binding Apparatus manually operated, for making booklets		
	Plastic Binders 300 mm long, in following approx. dimensions:		
	pieces / diameter / capacity		
115.7.32A	1250 / 4,5 mm / 15 sheets		
115.7.32B	1000 / 6,0 mm / 16-25 sheets		
115.7.32C	750 / 8,0 mm / 26-50 sheets		
115.7.32D	500 / 9,5 mm / 51-70 sheets		
115.7.32E	300 / 11,0 mm / 71-85 sheets		
115.7.32F	300 / 12,5 mm / 86-95 sheets		
115.7.32G	250 / 14,0 mm / 96-110 sheets		
115.7.32H	150 / 15,5 mm / 111-130 sheets		
115.7.32I	100 / 18,0 mm / 131-140 sheets		
115.7.32J	100 / 20,0 mm / 141-150 sheets		
115.7.32K	Transparent Binding Covers for binding apparatus size A4, pack of 200 pcs		
115.7.32L	Laminated Binding Covers for binding apparatus size A4, pack of 100 pcs		
	Note: the colour of plastic binders and laminated binding covers should be specified in the request		

Item	Description	Quantity	Illustration
115.7.33	Electric Thermo-Binder with built-in heater, 4 timing buttons and "ready" lamp		
	Covers for thermo-binder, size A4, in following approx. dimensions:		
	pieces width capacity		
115.7.33A	200 1 mm 6 sheets		
115.7.33B	180 3 mm 20 sheets		
115.7.33C	160 6 mm 40 sheets		
115.7.33D	140 9 mm 60 sheets		
115.7.33E	120 12 mm 80-90 sheets		
115.7.33F	110 15 mm 100-110 sheets		
115.7.33G	100 18 mm 120-130 sheets		
115.7.33H	80 21 mm 140-150 sheets		
115.7.34	Electric Glue Binding Apparatus with built-in temperature regulator and overheating protection, suitable for binding booklets, print-outs, pads and compendium, binding capacity approx. 80 mm, binding length approx. 440 mm complete with: 25 kg glue		
115.7.34A	Glue for Binding Apparatus in 5 kg weight		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.7.35	Laminating Machine for A4 sheets plastic laminating machine for up to A4 sized paper such as drawings, identity-cards, documents, maps and booklet covers, electrically operated		
	Plastic Laminating Folders for laminating machine, pack of approx. 1000 pcs		
115.7.35A	size A7 (75 x 105 mm)		
115.7.35B	size A4 (210 x 300 mm)		
115.7.36	Laminating Machine for Rolls for professional use, adjustable temperature setting for various types of plastic laminations such as drawings, maps, documents etc. up to approx. 450 mm width, electrically operated		
115.7.36A	Roll of Clear Laminating Material Approx. 450 mm width and 150 m length		

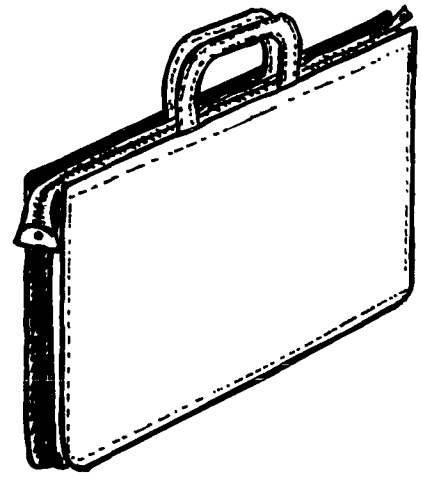
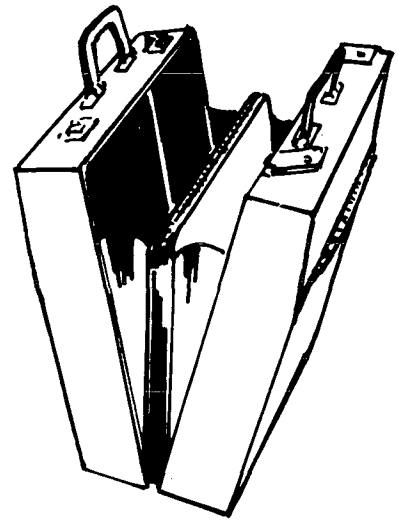
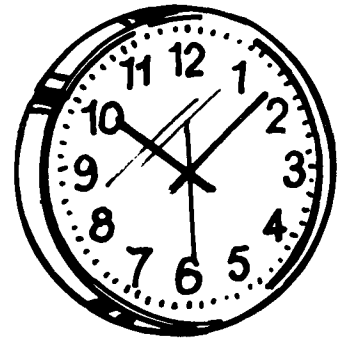
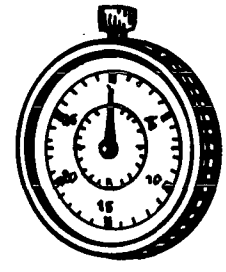
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.7.37	Paper Folding Machine with variable speed selector, automatic gravity feed, paper tray guides, perforating and slitting attachment, capable of folding large variety of paper ranging from approx. size 65 x 90 mm up to 300 x 550 mm, electrically operated		
115.7.38	Collator - Small with 12 positions for A4 size paper, approx. 200 sheets in each compartment, electrically operated		
115.7.39	Jogger with variable speed selector, for the alignment of paper edges for binding or other processing, for maximum A4 size paper electrically operated		
115.7.40	Automatic Collator heavy duty, fully automatic collator with 15 stations for A4 size paper, with stacking reception counter, missfeed detection on each bin with automatic stop, electrically operated approx. capacity 2000 sets per hour approx. length 2 m		

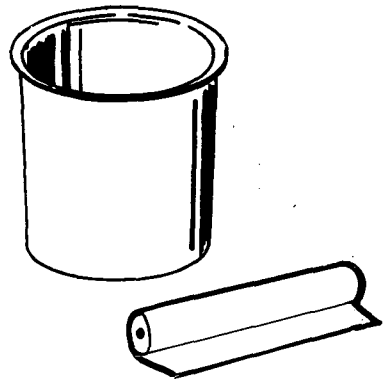
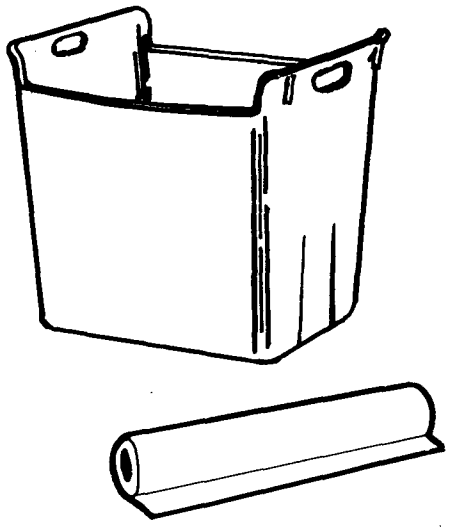
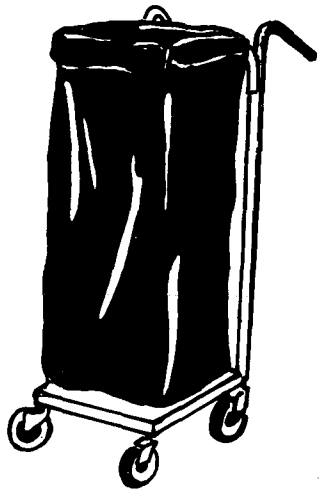
Section 8 - Safety and other Ancillary Equipment and Supplies

- The items in this section are for the comfort and safety of project personnel in duty stations.

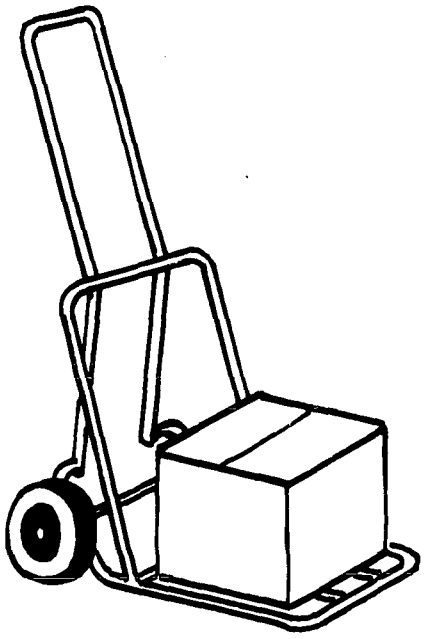
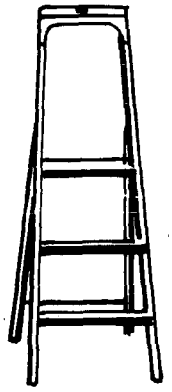
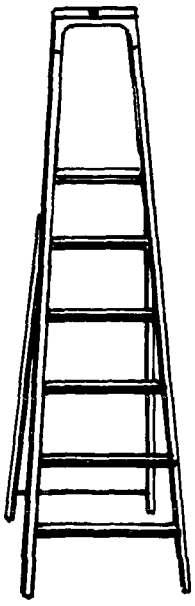
Annex VI - Classification of fires

Item	Description	Quantity	Illustration
115.8.1	Briefcase - Small with imitation leather cover and handles, supplied with zip-fastener, approx. size 400 x 300 x 40 mm		
115.8.2	Briefcase - Large with imitation leather cover and with strong handles, with two large compartments for files and one with zip-fastener, approx. 450 x 350 x 150 mm		
115.8.3	Wall Clock with plastic case, clear figures and dependable quartz movements, battery operated, complete with two batteries, approx. diameter 300 mm		
115.8.4	Stop Watch for maximum time keeping of 30 minutes with graduation each 1/10 second and one turn measure 30 seconds, with start, stop and zero setting with the same button, with mechanical winding-up mechanism		

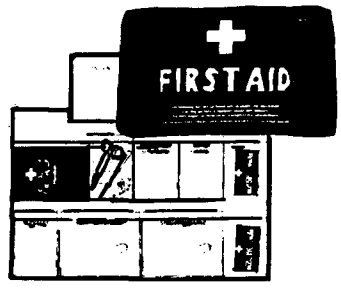
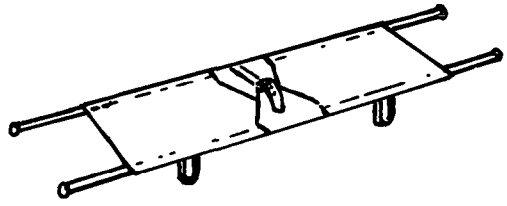
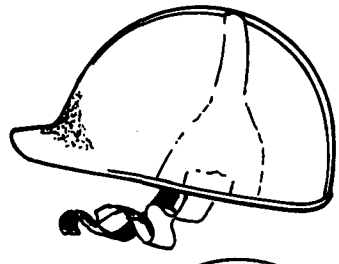
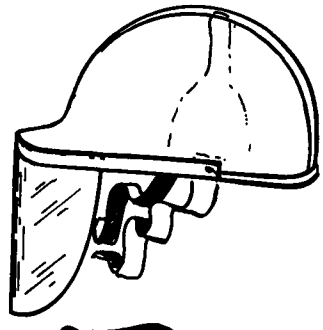
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

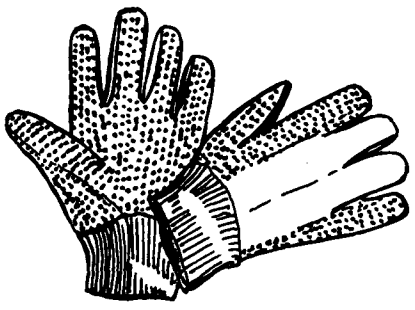
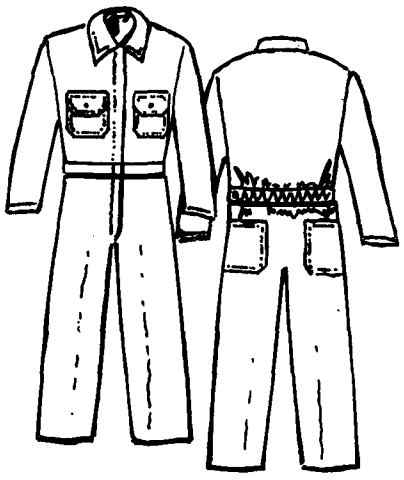
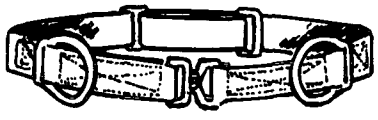
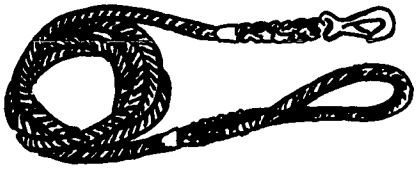
Item	Description	Quantity	Illustration
115.8.5	Waste Paper Basket plain round plastic type, approx. volume 15 litres		
115.8.6	Plastic Bags - 15 Litres for tidy handling of waste in waste paper basket, suitable for approx. 15 litre baskets, in rolls of approx. 50 bags		
115.8.7	Waste Paper Bins made of plastic with carrying handle approx. volume 40 litres		
115.8.8	Plastic Bags - 40 Litres for tidy handling of waste in waste paper bins, suitable for approx. 40 litre bins, approx. 15 bags per pack		
115.8.9	Plastic Sack Carriage with metal frame on 4 wheels for approx. 125 litre plastic sack for waste material, approx. height 1000 mm, complete with 50 pcs 125 litre plastic refuse sacks		

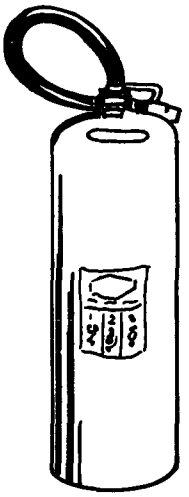
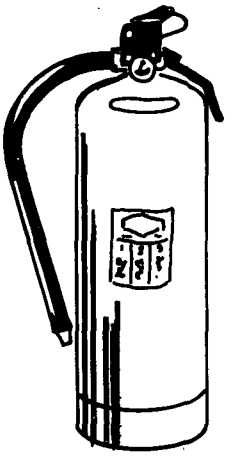
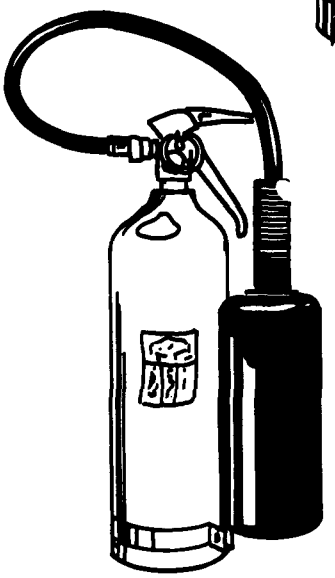
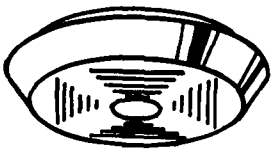
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

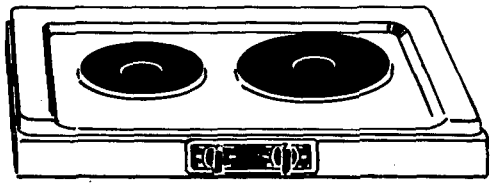
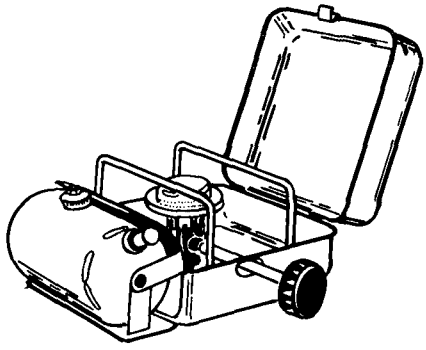
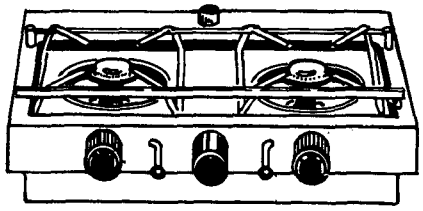
Item	Description	Quantity	Illustration
115.8.10	Package Cart made of tubular steel, foldable, approx. cargo space 500 x 400 mm, maximum load 100 kg		
115.8.11	Ladder - 3-steps free-standing ladder made of aluminium with knee rest and anti-slip steps, distance between steps approx. 200 mm, approx. height 700 mm weight 4 kg		
115.8.12	Ladder - 6-steps free-standing ladder made of aluminium with knee rest and anti-slip steps, distance between steps approx. 200 mm, approx. height 1300 mm weight 7 kg		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

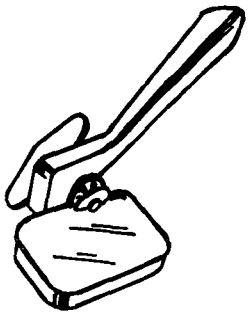
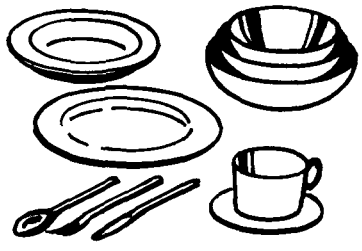
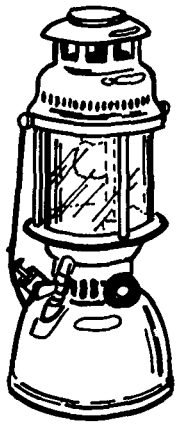
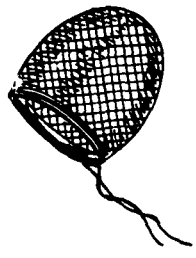
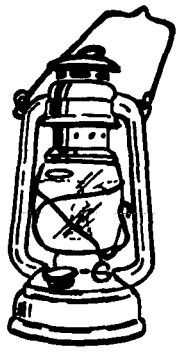
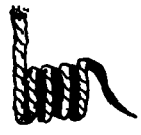
Item	Description	Quantity	Illustration
115.8.13	First Aid Kit suitable for the office or the car, containing essential items for first aid Note: the project should ensure that the validity of the first-aid kit has been certified by a qualified doctor		
115.8.14	Stretcher with metal foldable frame, canvas cover and straps, approx. length 1800 mm		
115.8.15	Safety Helmet strong, very impact-resisting helmet made of PVC with adjustable head strap		
115.8.16	Safety Helmet with Eye Protection strong, very impact-resisting helmet made of PVC with eye protection device, adjustable head strap		
115.8.17	Protection Glasses with strong plastic frames clear plastic lens and side protection		
115.8.18	Ear Protectors to protect the ears in situations where loud noise is produced, with glass fibre reinforced plastic head clamp and foamed plastic filled ear cover		
115.8.19	Ear Plugs to be twisted between the fingers and put into the auditory meatus where it expands and gives good protection from noise, approx. 50 per pack		

Item	Description	Quantity	Illustration
	Protection Gloves with Plastic Burls made of cotton with plastic burls to provide good grip and with wristlet		
115.8.20	size medium		
115.8.21	size large		
	Note: for items 115.8.24 to 115.8.31 please specify size in the request		
	Protection Gloves working gloves made of cotton		
115.8.22	size medium		
115.8.23	size large		
115.8.24	Protection Shoes made of strong leather with PVC nail protective soles and steel toe caps		
	Overall blue, made of nylon/cotton with several pockets and elastic ribbon in the waistline		
115.8.25	size small		
115.8.26	size medium		
115.8.27	size large		
115.8.28	Safety Belt strong nylon waist belt with adjustable length, quick and easy to put on through bayonet fastener made of steel, with two D-rings for line attachment, complete with approx. 10 m nylon rope		 

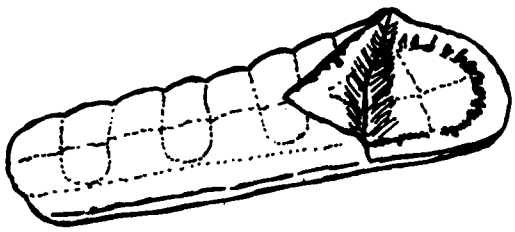
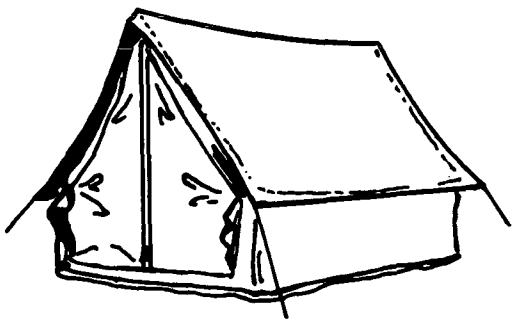
Item	Description	Quantity	Illustration
115.8.29	Fire Extinguisher - Class A water filled to fight fires of class A, in materials such as paper, cloth and wood, refillable, approx. volume 10 litres approx. weight 15 kg Note: see Annex VI for classification of fires		
	Fire Extinguisher - Class A, B filled with multi purpose powder to fight fires of class A and B of materials such as (A) paper, cloth and wood, (B) inflammable liquids such as petrol, oil, grease and fat		
115.8.30	approx. volume 2 kg fire size 1		
115.8.31	approx. volume 6 kg fire size 2		
	Fire Extinguisher - Class B, E filled with carbon dioxide (CO_2) to fight fires of class B and E of materials such as (B) inflammable liquids such as petrol, oil, grease and fat, (E) electrical equipment and computers, refillable		
115.8.32	approx. volume 2 kg fire size 1		
115.8.33	approx. volume 6 kg fire size 2		
115.8.34	Smoke Detector small unit for ceiling attachment with sound indication for fire alarm at an early stage, supplied with test button, powered by a 9 Volt battery approx. diameter 130 mm		

Item	Description	Quantity	Illustration
115.8.35	Table Stove - One Plate with single rapid hot plate, built-in overheating protection, thermostat control approx. specifications: dimensions 300 x 300 x 100 mm diameter of plate 150 mm 1500 Watt		
115.8.36	Table Stove - Two Plates with two rapid hotplates, with built-in overheating protection, thermostat control approx. specifications: dimensions 550 x 350 x 100 mm diameter of plates 150 mm 1000/1200 Watt		
115.8.37	Paraffin (Kerosene) Stove - One Burner single burner stove with high capacity in all weather conditions approx. specifications: fuel capacity 0,5 litre minimum 2 hours per refill dimensions 170 x 170 x 100 mm weight 1,5 kg		
115.8.38	Paraffin (Kerosene) Stove - Two Burners two-burners, pressure-operated stove made of stainless steel with stand and brass fuel tubing, approx. specifications: fuel capacity 1,5 litre minimum 3 hours per refill dimensions 500 x 350 x 150 mm weight 6 kg		

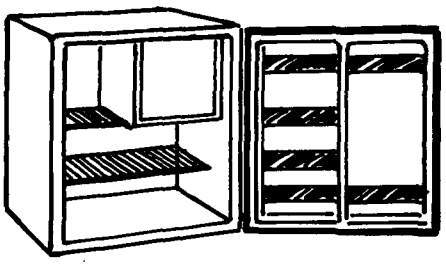
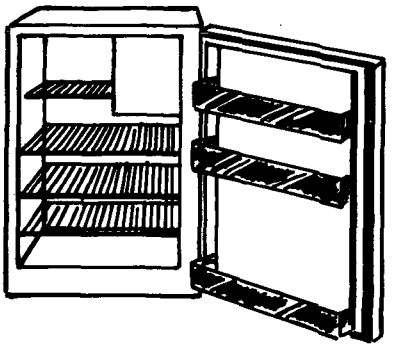
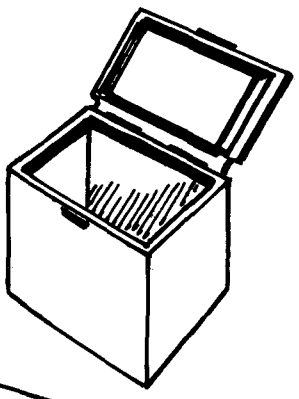
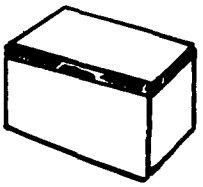
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.8.39	Electric Water Kettle 2000 W to 3000 W with automatic switch, capacity approx. 2 litres, complete with 2 spare heating elements connecting cable and plug		
115.8.40	Hand Operated Can Opener with mechanism to make it easy to open cans of different shapes		
115.8.41	Plastic Tableware set of hard plastic tableware containing: 10 pcs each of plastic flat plates, soup plates, cups and saucers, 3 pcs of bowls in different sizes, 10 pcs each of steel, spoons, forks and knives		
115.8.42	Kerosene Lantern - Pressure Type made of nickel-coated steel approx. specifications: fuel capacity 1,5 litre 9 burning hours per refill strength of light 300 Watt height 400 mm		
115.8.42A	Silk Mantle for kerosene lantern pressure type in packs of approx. 10 pcs		
115.8.43	Kerosene Lantern - Non-Pressure Type made of tin-plate with silver-grey finish, rust-resistant and leak-proof approx. specifications: fuel capacity 0,5 litre 15 burning hours per refill height 250 mm		
115.8.43A	Wicks for kerosene lantern, non-pressure type in packs of approx. 10 pcs		

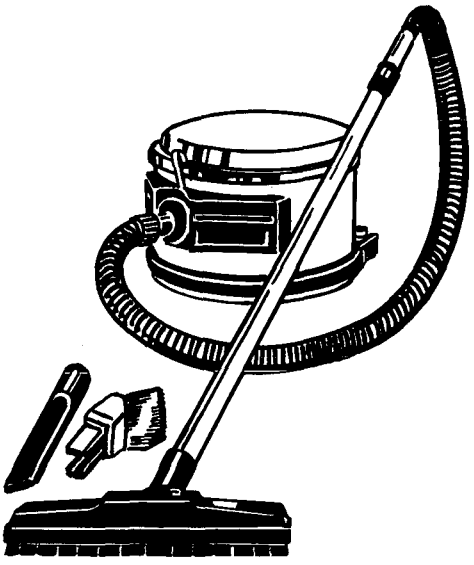
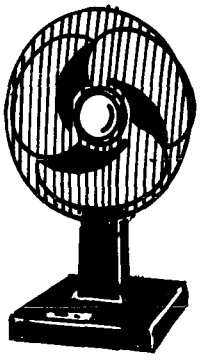
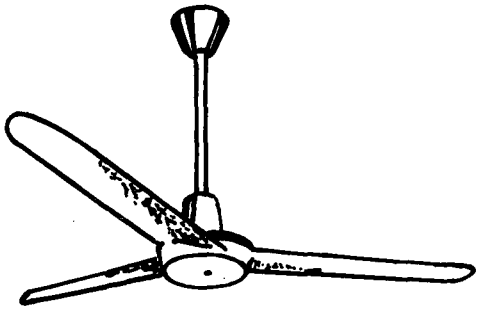
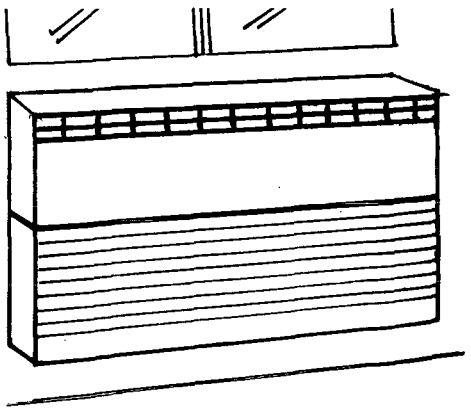
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.8.44	Sleeping - Bag comfortable all-round bag made of red/blue nylon, filled with soft heat-insulating synthetic fibre, for temperatures down to ± 0°C approx. weight 1,5 kg		
115.8.45	Tent - Over-nighting small conventional tent for approx. four persons, made of very strong water-repellent canvas (100% cotton) with good ventilation under warm conditions, mosquito net covering the hole in the entrance wall, entrance with zip-fastener, floor of welded plastic, colour unbleached, approx. dimensions: length 2500 mm width 2000 mm height 1900 mm weight 10 kg		

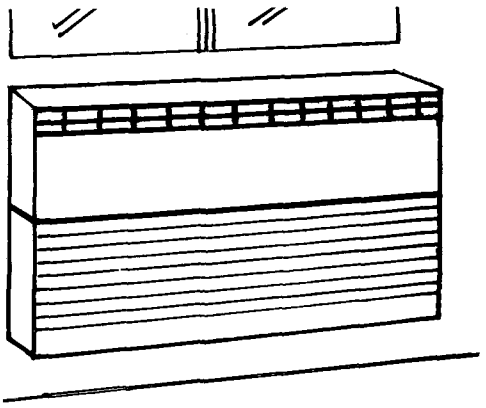
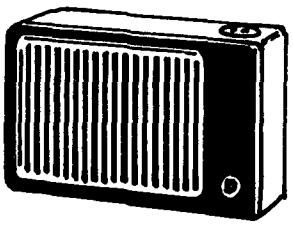
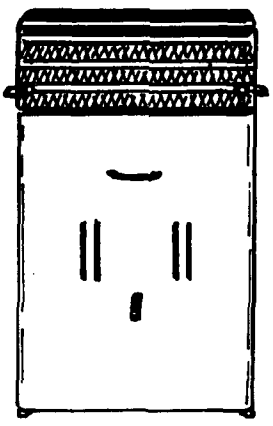
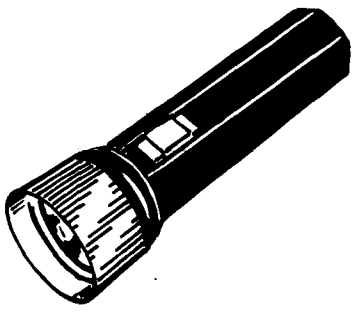
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.8.46	Refrigerator - 60 litres free standing compact refrigerator with semi-automatic push button defrosting system, inner door with 2 retainers approx. specifications: volume 60 litres dimensions 575 x 480 x 470 mm		
115.8.47	Refrigerator - 160 litres equipped with approx. 15 litre frozen food compartment, special drawers for fruit and vegetables, semi-automatic defroster, approx. specifications: volume 160 litres for refrigerator dimensions 850 x 550 x 600 mm		
115.8.48	Refrigerator with Freezer combination of an approx. 240 litre refrigerator and 70 litre freezer, with common refrigeration system but separate doors, with automatic defrosting system, approx. dimensions: 600x600x1750 mm		
115.8.49	Refrigeration Box portable with three-way absorption system, mains, battery 12 volts and LP-gas approx. specifications: volume 20 litres dimensions 400 x 400 x 400 mm		
115.8.50	Cooling Box thermos type cooling box made of strong plastic or metal, approx. volume 25 litres		

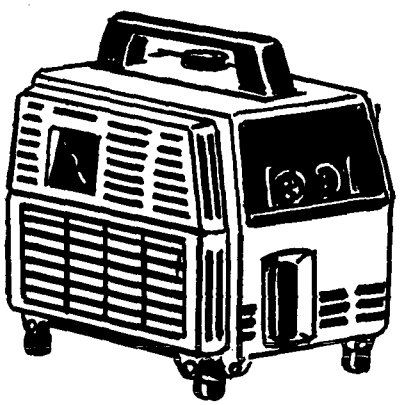
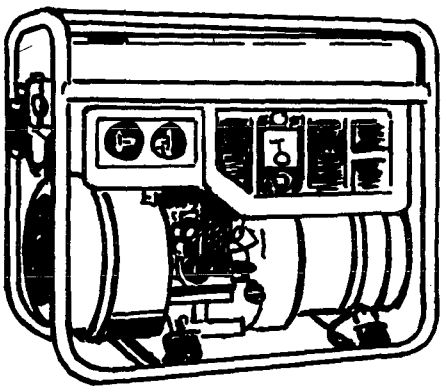
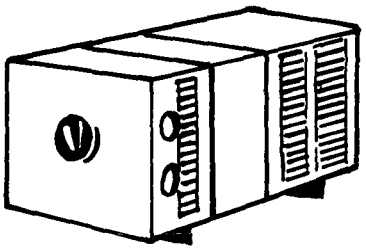
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.8.51	Vaccum Cleaner compact, all purpose model: self-seal disposable dustbag to fit into re-usable cloth dustbag high efficiency filter combi-crevice and combined dusting and textile nozzles four wheels approx. specifications: dustbag capacity 15 litres length 425 mm width 375 mm height 275 mm cable length 15 m loading 800 W weight 7 kg		
115.8.52	Desk Fan strong construction, table model with three speeds and oscillator, approx. diameter of blades 350 mm		
115.8.53	Ceiling Fan strong construction with thyristor-control, approx. diameter of blades 1500 mm, complete with mounting accessories and instructions		
115.8.54	Air Conditioner - 2.5 kWh (approx. 8500 BTU's) room type for wall installation, for cooling, cleaning, dehumidification and ventilation of the air, with multi position thermostat and washable filter approx. specifications: suitable for areas of up to 20 m^2 dehumidifications 1 litre/hour ventilation 400 m^3/hour		

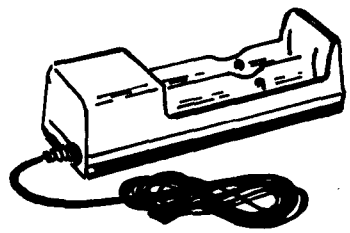
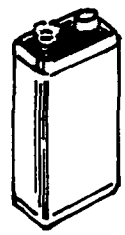
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.8.55	Air Conditioner - 3.2 kWh (approx. 11000 BTU's) room type for wall installation, for cooling, cleaning, dehumidification and ventilation of the air, with multi-position thermostat and washable filter approx. specifications: suitable for areas of up to 30 m^2 dehumidification 1 litre/hour ventilation 480 m^3/hour		
115.8.56	Fan Heater with 1000 and 2000 watt heating capacity, built-in thermostat and high speed fan		
115.8.57	Kerosene Heater thermal output of approx. 3KJ/S wide reflector with automatic lighting facility, safety tank with capacity for approx. 14 hours		
115.8.57A	Wicks for kerosene heater		
115.8.58	Electric Torch operating from two R20 batteries complete with: two R20 batteries 5 spare bulbs		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.8.59	Generator - 300 W petrol-driven for approx. 300 Watt AC output and 100 Watt, 12 Volt DC output, approx. tank capacity 2 litres, fuel consumption approx. 0,5 litre per hour, complete with user's manual and spare parts for approx. 2 years of operation.		
115.8.60	Generator - 1500 W petrol-driven for approx. 1500 Watt AC output and 100 Watt, 12 Volt DC output, approx. tank capacity 10 litres, fuel consumption approx. 1,5 litre per hour, complete with user's manual and spare parts for approx. 2 years of operation.		
115.8.61	Voltage Stabiliser - 1000 W for sensitive electrical and electronic equipment input variations +/- 15%, output fluctuations less than +/- 0,5%.		
115.8.62	Voltage Stabiliser - 2000 W for sensitive electrical and electronic equipment, input variations +/- 15%, output fluctuations less than +/- 0,5%.		

Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

Item	Description	Quantity	Illustration
115.8.63	Standard Battery type R6 (IEC) 1,5 V Note: (IEC) International Electrotechnical Commission Standard		
115.8.64	Alkaline Battery Type R6 (IEC) 1,5 V, non rechargeable		
115.8.65	Rechargeable Battery R6 (IEC) 1,5 V		
115.8.66	Universal Charger for Batteries to accomodate alkaline rechargeable batteries type R6, R14 and R20		
115.8.67	Standard Battery R14 (IEC) 1,5 V		
115.8.68	Alkaline Battery R14 (IEC) 1,5 V, non rechargeable		
115.8.69	Rechargeable Battery R14 (IEC) 1,5 V		
115.8.70	Standard Battery R20 (IEC) 1,5 V		
115.8.71	Alkaline Battery R20 (IEC) 1,5 V, non rechargeable		
115.8.72	Rechargeable Battery R20 (IEC) 1,5 V		
115.8.73	Standard Battery 6F-22 (IEC) 9 V		
115.8.74	Alkaline Battery 6F-22 (IEC) 9 V, non rechargeable		

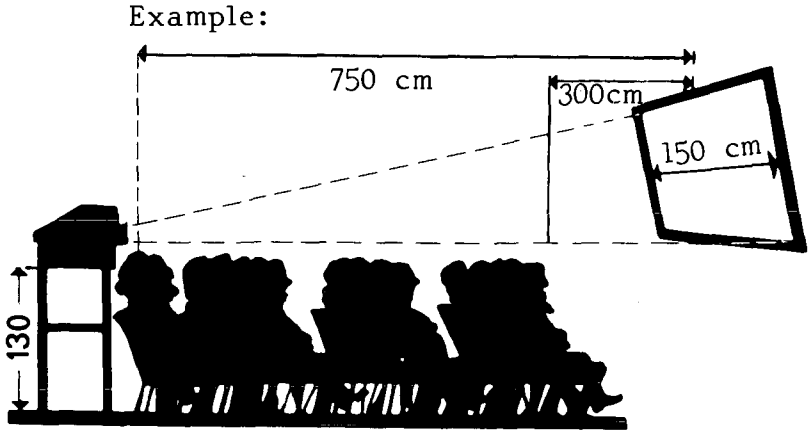
Note: Any similarity in above item descriptions and illustrations with specific makes or models is purely coincidental.

ANNEX I

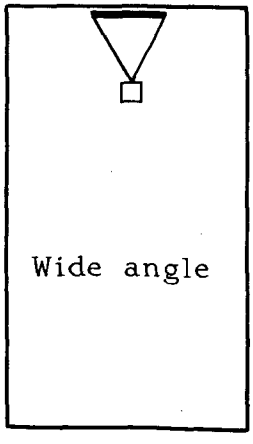
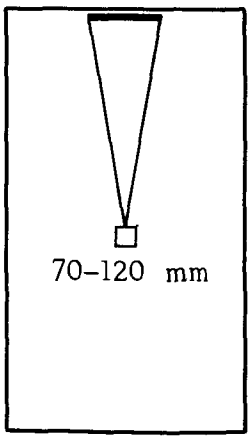
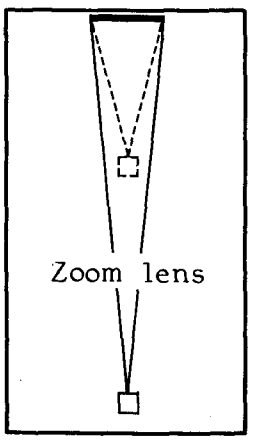
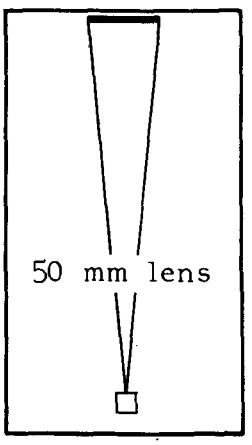
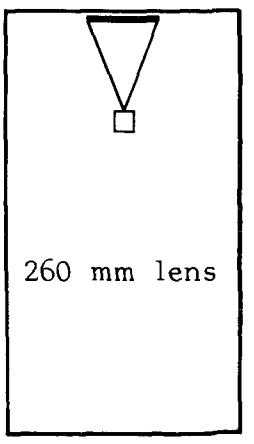
HOW TO ARRANGE AUDIOVISUAL EQUIPMENT

Here are some hints how to place the projector in relation to the spectators.

* The width of the screen should be 1/5 of the distance between the screen and the spectator furthest back
* No spectator should be placed nearer the screen than twice the width of the screen
* A seated person is about 130 cm high, and accordingly the lower edge of the screen should not be below the spectator's heads



The projectors and lenses shown below are chosen as per the recommendations in chapter I. In this example we have suggested a projection screen 150 cm x 150 cm. The dimensions of the classroom are such that 25-30 students can be seated.

Overhead Projector	Slide Projector	8 mm Motion Picture Projector	16 mm Motion Picture Projector	Opaque Projector
				
Wide angle	70–120 mm	Zoom lens	50 mm lens	260 mm lens

ANNEX II

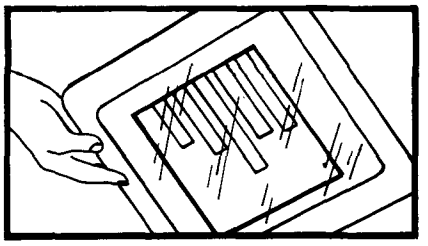
HOW TO PREPARE TRANSPARENCIES

There are two main methods to prepare transparencies for overhead projectors.

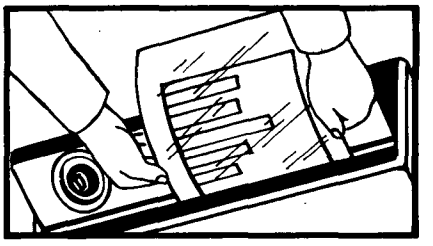
(1) Manual production

- With marking pens in different colours you can write on, draw or colour parts of the transparency.
- Rub-on letters is another method to put texts on transparencies.
- Transparency sheets with 5 mm grid are intended for the preparation of diagrams.
- Overlays can be made with mounting frames for adding more information to each sheet.

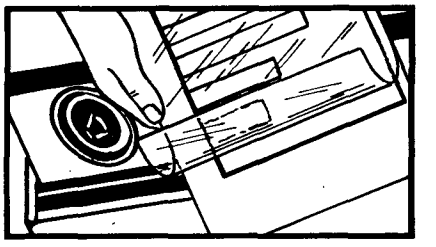
(2) Use of transparency maker



A. Make a copy of your original. Place one sheet of film over the copy.



B. Adjust the exposure knob of the transparency maker to the proper level and insert both film and copy together.



C. After a few seconds you have an imaged sheet of film ready for framing.

To think of when preparing transparencies

(1) Make it visible

Write, print or type large and legible

(2) Make it clear

Everything on a visual should be recognisable. Show for example charts and diagrams step by step.

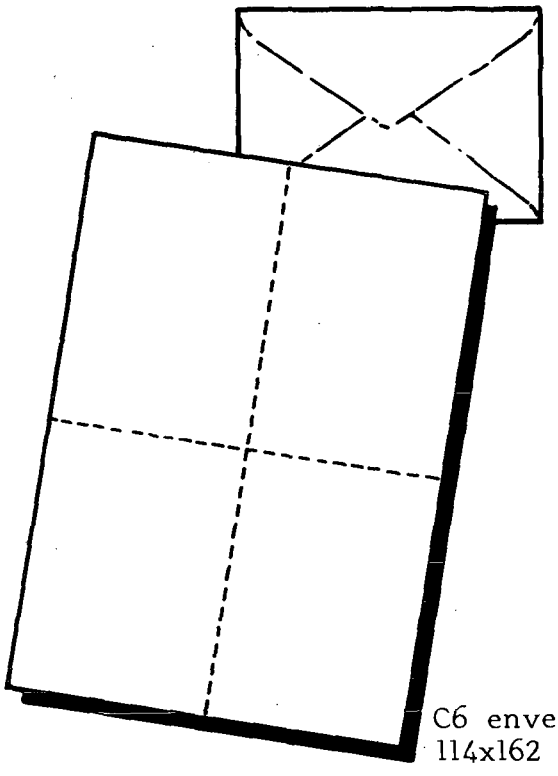
(3) Keep it simple

Try to limit each original to one idea or comparison. Break paragraphs into sentences and sentences into phrases and key words.

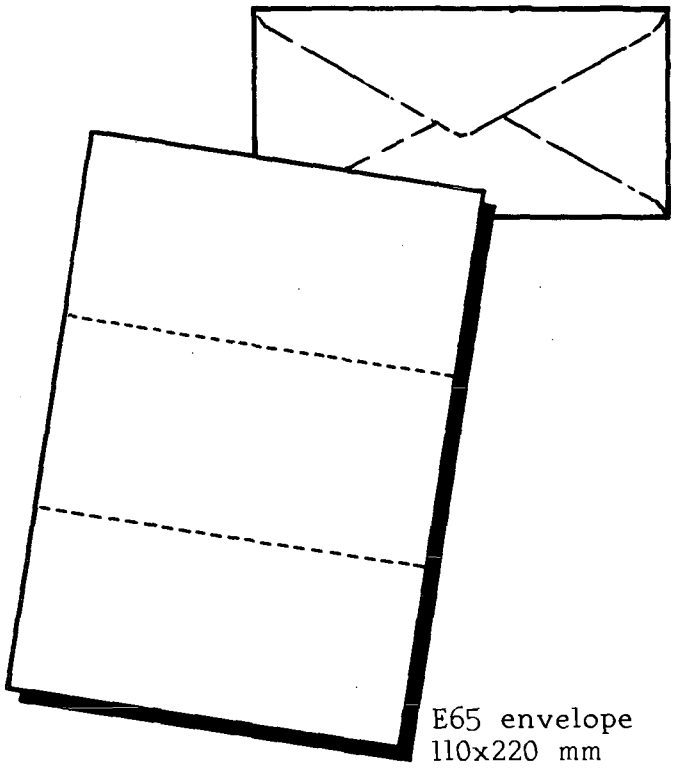
ANNEX III

PAPER - ENVELOPES

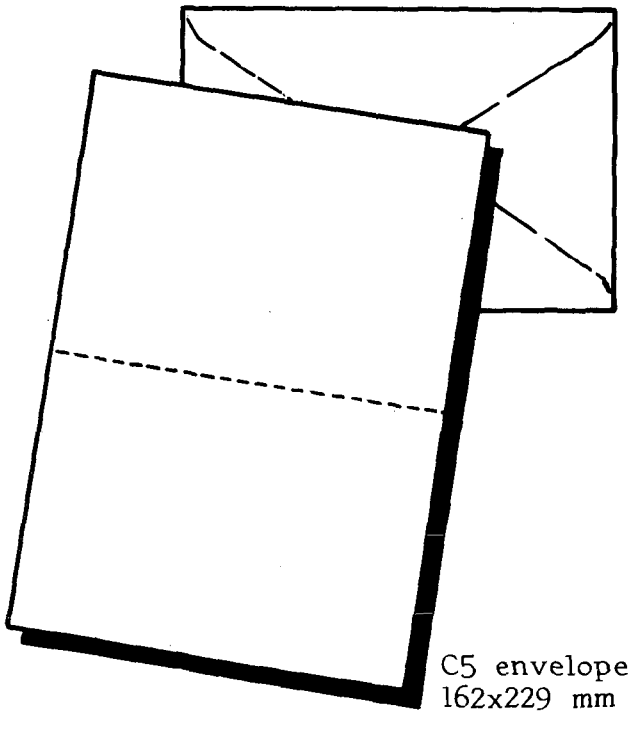
Below are examples of how to fold an A4 size paper (210 x 297 mm) in four different ways to fit different sizes of envelopes. The envelope sizes in this example are the most commonly used.



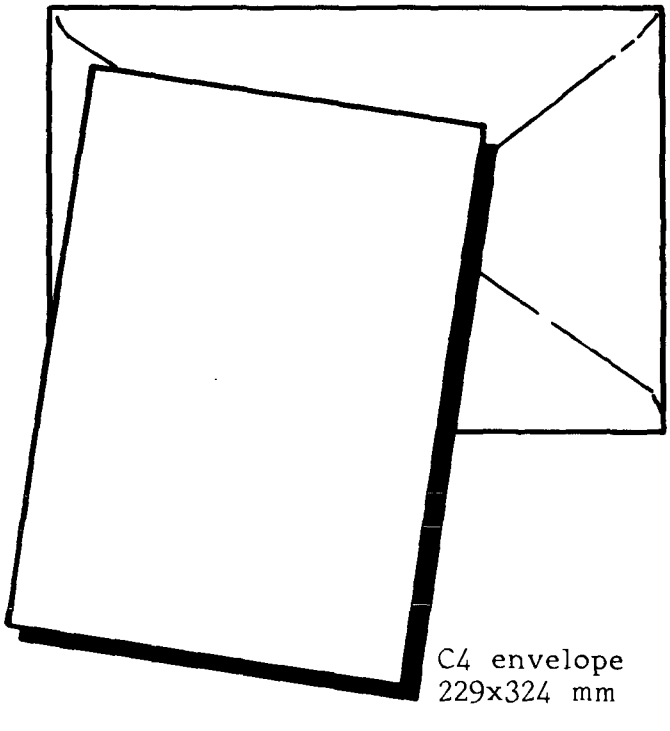
C6 envelope
114x162 mm



E65 envelope
110x220 mm



C5 envelope
162x229 mm

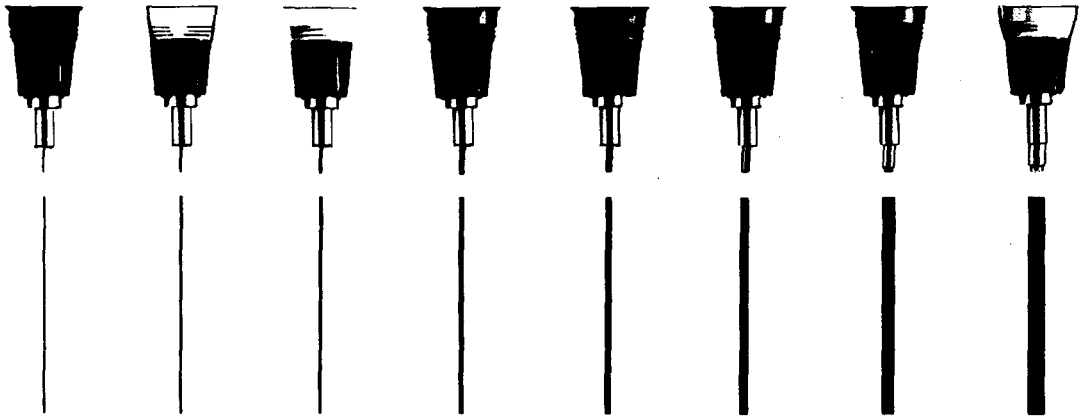


C4 envelope
229x324 mm

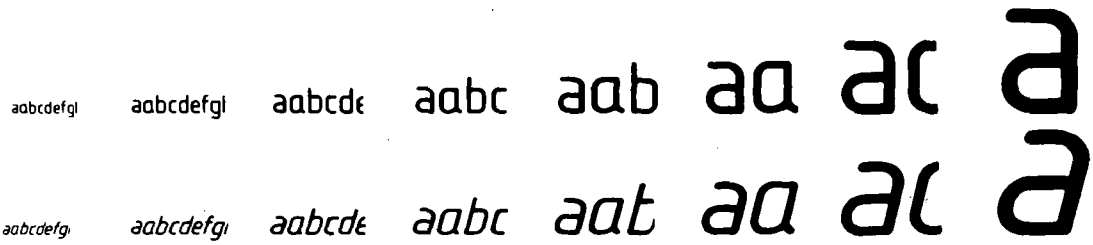
ANNEX IV

HOW TO USE INK DRAWING PENS AND LETTERING TEMPLATES

Each ink drawing pen has a special colour indication for the line width in millimeter. The lettering templates have the same indication to show which pen will fit.
Lettering templates are available with straight or slanted character.



Line width	0,18	0,25	0,35	0,5	0,7	1,0	1,4	2,0 mm
Colour indication	red	white	yellow	brown	blue	orange	green	grey
Suitable for lettering templates								
Letter height	1,8	2,5	3,5	5,0	7,0	10,0	14,0	20,0



To think of when using ink drawing pens

- Make sure that rulers and templates have ink bosses or edges to avoid ink getting underneath the template.
- Clean the ink drawing pens after use.

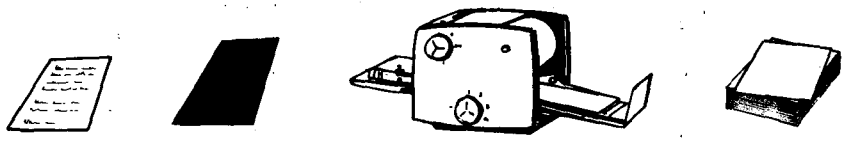
ANNEX V

DIFFERENT METHODS OF REPRODUCTION

Each reproduction method has its own advantages. Here you will find some suggestions.

(1) Spirit Duplicator

The cheapest method, suitable for a maximum demand of 250 copies per day.



Supplies: spirit carbon stencils, duplicating liquid, duplicating paper.

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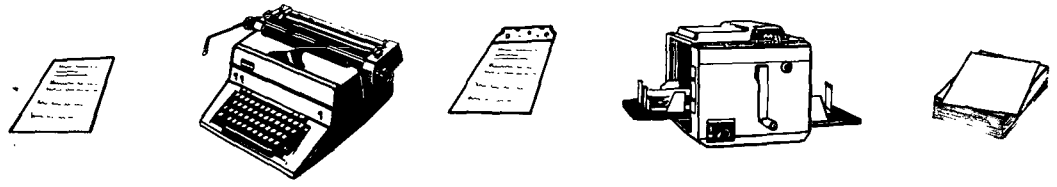
(2) Manual Stencil Duplicator

Suitable for a maximum demand of 500 copies per day.

Supplies: stencils for typing, duplicating ink, duplicating paper, correcting fluid.

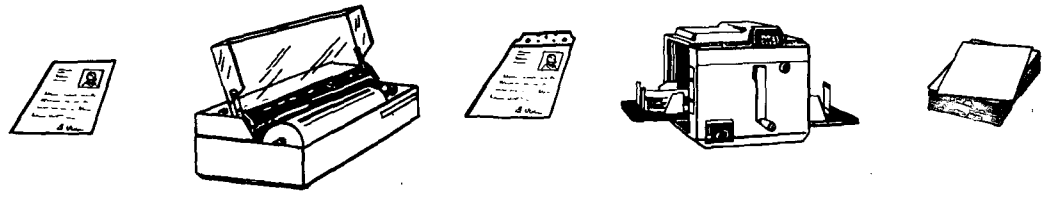


Important: When ordering stencils, state make and model of duplicator.

---

(3) Electronic Stencil Cutter - Electric Stencil Duplicator Set

This equipment is recommended when originals with or without text contain illustrations, photographs and/or graphics. An electric stencil duplicator will be necessary if the demand per day exceeds 500 copies.



Supplies: Electro-stencils (long run, short run), styli, carbon filters, duplicating ink, duplicating paper, correcting fluid.

(4) Photocopying

Five different photocopiers are listed in this guide. For projects where single copies are only sometimes needed and the average annual demand is below 5.000 copies, item 115.6.1 should be requested. Item 115.6.2 is for an average annual demand of between 5.000 and 40.000 copies. Where the preparation of written material is a regular activity, item 115.6.3 is recommended. It can cover annual demands up to 80.000 copies. For higher demands up to 250.000 copies per year, item 115.6.4 with a 15 bins sorter is recommended. If the annual demand exceeds 250.000 copies, the best choice is a high speed copier (115.6.5) with two sorters each with 20 bins.

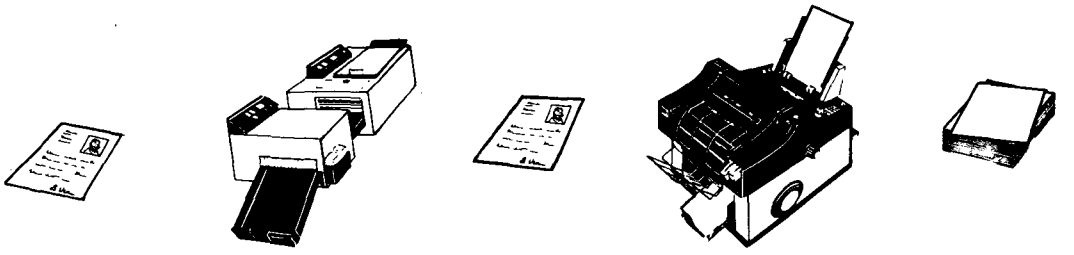
Supplies: toner and developer; photocopying paper.

Important: As a rule, toner and developer are not interchangeable. Therefore the model of the copier should be stated when ordering supplies.

---

(5) Offset Duplicating

This method is recommended it the regular average demand is above 3.000 copies per hour. Offset duplicators should be operated by experienced operators. Offset duplicators should only be ordered if their regular utilisation is ensured.



Supplies: plates, toner and developer, plate etch, offset ink, offset paper.

---

(6) Printing

Printing machines are normally not used in vocational/education projects because of their high capacity.

ANNEX VI

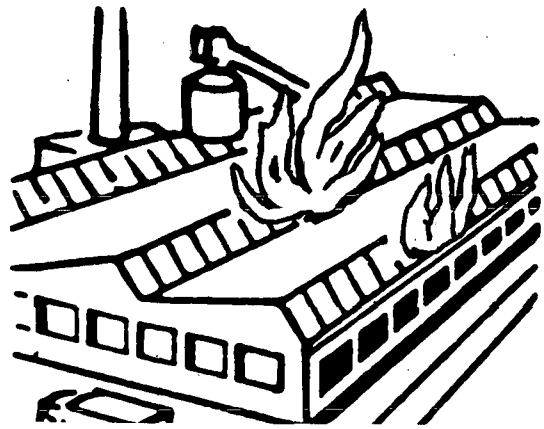
CLASSIFICATION OF FIRES

There are several types of fire extinguisher available.
A classification of fires has been made as shown below.

Class A

Fires in this class are fed by ordinary combustible materials such as wood, cloth and paper.

Cooling the burning material with water is the most effective way of extinguishing this type of fire.

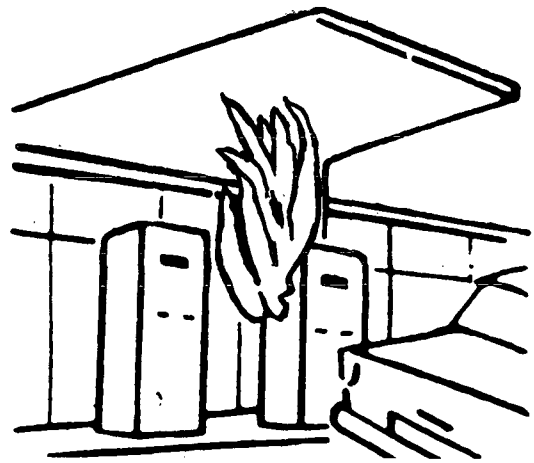


Class B

Fires in this class are fed by flammable liquids such as petrol, oils, greases and fats.

The most effective way of fighting this type of fire is to eliminate oxygen with carbon dioxide (CO_2) in powder or foam.

Water must never be used on this type of fire.

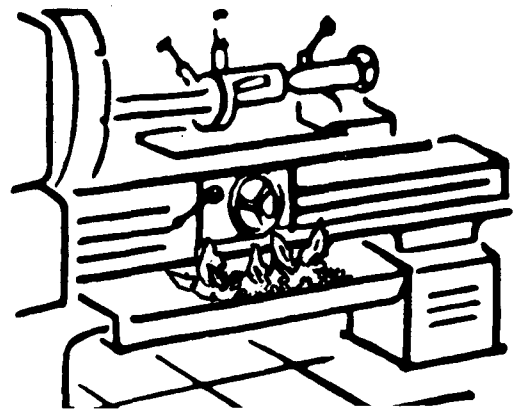


Class E

Fires in this class involve live electrical equipment.

The extinguishing agent used must be a non-conductor of electricity, CO_2 for example.

Water must not be used.



Fire extinguishers of class B and E are also classified according to the size of the fires they are able to extinguish.

Size I: The extinguisher fights a fire of up to 30 litres of petrol on a space of 0,6 m^2. Pre-combustion time 60 seconds.

Size II: The extinguisher fights a fire of up to 80 litres of petrol on a space of 1,6 m^2. Pre-combustion time 60 seconds.

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115.2.55	Feuilles auto-collantes
115.2.56	Classeurs
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115.2.58	Repertoire, journalier 1-31

115.2.59	Repertoire, semainier 1-52
115.2.60	Oeillets de renfort
115.2.61	Poches plastiques perforées
115.2.62	Chemise plastique
115.2.63	Classeurs plastique
115.2.64	Classeur en carton
115.2.65	Bloc papier A5, ligné
115.2.66	Bloc papier, ligné
115.2.67	Bloc papier A5, quadrillé
115.2.68	Bloc papier A4, quadrillé
115.2.69	Bloc steno
115.2.70	Bloc-note
115.2.71	Cahier, format A5, ligné
115.2.72	Cahier, format A4, ligné
115.2.73	Cahier, format A5, quadrillé
115.2.74	Cahier, format A4, quadrillé
115.2.75	Carnet
115.2.76	Sous-main
115.2.77	Plumier de bureau - petit
115.2.78	Plumier de bureau - grand
115.2.79	Serre-livres
115.2.80	Bloc-note cube
115.2.81	Repertoire téléphonique
115.2.82	Loupe
115.2.83	Couteau-papier
115.2.84	Ciseaux à papier - 125 mm
115.2.85	Ciseaux à papier - 200 mm
115.2.86	Jeu de doigtiers en caoutchouc
115.2.87	Perforateur - 2 mm
115.2.88	Perforateur - 5 mm
115.2.89	Agrafeuse - petite
115.2.89A	Agrafes 6 mm
115.2.90	Agrafeuse
115.2.91	Dégrafeuse
115.2.92	Trombones, 25 mm
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115.2.95	Récipient-distributeur pour trombones
115.2.96	Pinces à papier
115.2.97	Attaches parisiennes
115.2.98	Punaise à dessin
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115.2.100	Ruban adhesif transparent
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115.2.102	Dérouleur de table
115.2.103	Dérouleur à main
115.2.104	Bande à masquer
115.2.105	Bande adhésive pour emballage
115.2.106	Dérouleur
115.2.107	Jeu de bande textile auto-collante
115.2.108	Appareil à border

115.2.109	Ruban de bordage
115.2.110	Colle universelle
115.2.111	Colle à usage multiple
115.2.112	Baton de colle à papier
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115.2.114	Colle-caoutchouc
115.2.115	Recharge de colle-caoutchouc
115.2.116	Colle à deux composants
115.2.117	Jeu de bracelets elastiques en caoutchouc
115.2.118	Ficelle - epaisse
115.2.119	Ficelle - mince
115.2.120	Cutter à blocage de lame - sections cassables
115.2.121	Couteau universel - lames de rechange
115.2.122	Enveloppes commerciales - format C6
115.2.123	Enveloppes commerciales - format E65
115.2.124	Enveloppes par avion
115.2.125	Enveloppes renforcée - format C5
115.2.126	Enveloppes renforcée - format C4
115.2.127	Sachets pour échantillons 125 x 290 mm
115.2.128	Sachets pour échantillons 250 x 425 mm
115.2.129	Pochettes rembourrées 120 x 250 mm
115.2.130	Pochettes rembourrées 260 x 400 mm
115.2.131	Eponge
115.2.132	Humecteur
115.2.133	Boites en carton 350 x 250 x 250 mm
115.2.134	Boites en carton 480 x 330 x 240 mm
115.2.135	Balance
115.2.136	Pèse-lettres
115.2.137	Balance à colis
115.2.138	Crobeille à courrier en long
115.2.139	Corbeille à courrier en large
115.2.140	Bloc classeur
115.2.141	Casier pour formulaires
115.2.142	Boite de classement
115.2.143	Collecteur pour publications
115.2.144	Trieur
115.2.145	Boite d'archives
115.2.146	Boite de fichier, format A5
115.2.147	Boite de fichier, format A6
115.2.148	Repertoire alphabetique de cartes, A5
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115.2.150	Repertoire numérique de cartes, A5
115.2.151	Repertoire numérique de cartes, A6
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115.2.154	Systeme de controle des stocks
115.2.155	Dossiers suspendus, A4
115.2.156	Dossiers suspendus, folio
115.2.157	Corbeille à dossiers suspendus
115.2.158	Chariot à dossiers suspendus
115.2.159	Classeur vertical pour format A4

115.2.160 Classeur vertical pour format folio
115.2.161 Dossier suspendu à rail
115.2.162 Rail pour dossiers suspendus

115.3.1 Machine à écrire manuelle portative, anglaise 240 mm
115.3.2 Machine à écrire manuelle portative, anglaise 330 mm
115.3.3 Machine à écrire manuelle portative, francaise 240 mm
115.3.4 Machine à écrire manuelle portative, francaise 330 mm
115.3.5 Machine à écrire manuelle portative, speciale 240 mm
115.3.6 Machine à écrire manuelle portative, speciale 330 mm
115.3.7 Machine à écrire manuelle de bureau, anglaise 330 mm
115.3.8 Machine à écrire manuelle de bureau, anglaise 380 mm
115.3.9 Machine à écrire manuelle de bureau, anglaise 460 mm
115.3.10 Machine à écrire manuelle de bureau, francaise 330 mm
115.3.11 Machine à écrire manuelle de bureau, francaise 380 mm
115.3.12 Machine à écrire manuelle de bureau, francaise 460 mm
115.3.13 Machine à écrire manuelle de bureau, speciale 330 mm
115.3.14 Machine à écrire manuelle de bureau, speciale 380 mm
115.3.15 Machine à écrire manuelle de bureau, speciale 460 mm
115.3.16 Machine à écrire électronique, anglaise 360 mm
115.3.17 Machine à écrire électronique, francaise 360 mm
115.3.18 Machine à écrire électronique, speciale 360 mm
115.3.19 Machine à écrire électronique, anglaise 420 mm
115.3.20 Machine à écrire électronique, francaise 420 mm
115.3.21 Machine à écrire électronique, speciale 420 mm
115.3.22 Machine à écrire manuelle de bureau anglaise, grands caracteres
115.3.23 Machine à écrire manuelle de bureau francaise, grands caracteres
115.3.24 Machine à écrire manuelle de bureau speciale, grands caracteres
115.3.25 Ruban pour machine à écrire, noir
115.3.26 Ruban pour machine à écrire, rouge/noir
115.3.27 Ruban pour machine à écrire en cartouche, noir
115.3.28 Liquides correcteurs
115.3.29 Bande de papier correcteur
115.3.30 Feuilles de papier correcteur
115.3.31 Ruban de correction
115.3.32 Batonnets à nettoyer des caracteres de machine à écrire
115.3.33 Papier carbone à machine
115.3.34 Papier carbone à main
115.3.35 Support pour manuscrit
115.3.36 Support electrique pour manuscrit
115.3.37 Lampe de bureau à fluorescente
115.3.38 Lampe de bureau à incandescence
115.3.39 Table pour machine à écrire
115.3.40 Magnétophone de poche
115.3.41 Machine à dicter - transcription

115.3.42	Micro-cassette
115.3.43	Machine de transcription
115.3.44	Calculatrice de poche - standard
115.3.45	Calculatrice de poche - solaire
115.3.46	Calculatrice de poche - scientifique
115.3.47	Calculatrice de poche - programmable
115.3.48	Calculatrice imprimante
115.3.48A	Rouleaux de papier (pour calculatrice 115.3.48)
115.3.49	Calculatrice de bureau
115.3.49A	Rouleaux de papier (pour calculatrice 115.3.49)
115.3.50	Lecteur de microfiche
115.3.50A	Lampe pour lecteur de microfiche
115.3.51	Lecteur de microfiche - imprimante
115.3.51A	Ampoule pour lecteur de microfiche - imprimante
115.3.51B	Papier pour lecteur de microfiche - imprimante
115.3.51C	Toner (pour 115.3.51)
115.3.52	Duplicateur de microfiche
115.3.52A	Lampe pour duplicateur de microfiche
115.3.52B	Pellicule positive
115.3.52C	Pellicule negative
115.3.52D	Bande de titre, blanche
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115.4.1	Jeu de compas
115.4.2	Jeu de compas avec balustre automatique
115.4.3	Compas à verge
115.4.4	Boite de compas - petite
115.4.5	Boite de compas - moyenne
115.4.6	Règle en bois
115.4.7	Règle en plastique, 300 mm
115.4.8	Règle en plastique, 500 mm
115.4.9	Té à dessin - 500 mm
115.4.10	Té à dessin - 700 mm
115.4.11	Echelle de reduction triangulaire, A
115.4.12	Echelle de reduction triangulaire, B
115.4.13	Echelle de reduction triangulaire, C
115.4.14	Règle souple
115.4.15	Decametre à ruban
115.4.16	Métre à ruban
115.4.17	Métre pliant
115.4.18	Equerre, 90-60-30
115.4.19	Equerre, 90-45-45
115.4.20	Equerre réglable
115.4.21	Rapporteur
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115.4.23	Gabarit pour cercles
115.4.24	Gabarit pour rayons - 500 mm
115.4.25	Gabarit pour rayons - 40 mm

115.4.26	Gabarit pour triangles
115.4.27	Gabarit pour carrés
115.4.28	Gabarit pour formes combinées
115.4.29	Gabarit - quadrographe
115.4.30	Gabarit pour ellipses isométriques
115.4.31	Gabarit pour ellipses diamétriques
115.4.32	Gabarit de flêches
115.4.33	Gabarit de genie civil
115.4.34	Gabarits de symboles électriques
115.4.35	Gabarit de courbes des sinus
115.4.36	Gabarit de symboles électroniques
115.4.37	Gabarit de symboles mecaniques
115.4.38	Gabarit pour arrondis et écrous
115.4.39	Papier à dessin, A4
115.4.40	Papier à dessin, A3
115.4.41	Papier à dessin en rouleau
115.4.42	Papier calque, A4
115.4.43	Papier calque, A3
115.4.44	Papier calque en rouleau
115.4.45	Papier millimètre, A4
115.4.46	Papier millimètre, A5
115.4.47	Papier millimètre en rouleau
115.4.48	Papier à dessin quadrillé, A4
115.4.49	Papier à dessin quadrillé, A3
115.4.50	Papier à dessin perspective, A4
115.4.51	Papier à dessin perspective, A3
115.4.52	Papier logarithmique simple
115.4.53	Papier logarithmique double
115.4.54	Film transparent à dessin, A4
115.4.55	Film transparent à dessin, A3
115.4.56	Film transparent à dessin en rouleaux
115.4.57	Couverture plastique
115.4.58	Film plastique
115.4.59	Jeu de stylets
115.4.60	Sous-main de decoupe
115.4.61	Poids à dessin
115.4.62	Brosse à poussiere
115.4.63	Planche à écrire
115.4.64	Planche à dessin, A4
115.4.65	Planche à dessin, A3
115.4.66	Tête à dessiner
115.4.67	Table lumineuse
115.4.68	Appareil à dessiner
115.4.69	Planche à dessin de table, A2
115.4.70	Planche à dessin de table, A1
115.4.71	Machine à dessiner d'enseignement
115.4.72	Machine à dessiner professionnelle
115.4.72A	Accessoire pour dessin isometrique
115.4.73	Pince à dessin
115.4.74	Support mural à dessins
115.4.75	Support pour dessins sur console

115.4.76	Support pour dessins sur pieds
115.4.77	Armoire à dessins
115.4.78	Jeu de 3 stylos à dessin à l'encre
115.4.79	Jeu de 8 stylos à dessin à l'encre
115.4.80	Encre de chine
115.4.81	Liquide de nettoyage
115.4.82	Coupelle pour nettoyage de plumes à l'encre
115.4.83	Trace-lettres droites, plein, 1,8 mm
115.4.84	Trace-lettres droites, plein, 2,5 mm
115.4.85	Trace-lettres droites, plein, 3,5 mm
115.4.86	Trace-lettres droites, plein, 5,0 mm
115.4.87	Trace-lettres droites, plein, 7,0 mm
115.4.88	Trace-lettres droites, plein, 10,0 mm
115.4.89	Trace-lettres droites, plein, 14,0 mm
115.4.90	Trace-lettres droites, plein, 20,0 mm
115.4.91	Trace-lettres penchés, plein, 1,8 mm
115.4.92	Trace-lettres penchés, plein, 2,5 mm
115.4.93	Trace-lettres penchés, plein, 3,5 mm
115.4.94	Trace-lettres penchés, plein, 5,0 mm
115.4.95	Trace-lettres penchés, plein, 7,0 mm
115.4.96	Trace-lettres penchés, plein, 10,0 mm
115.4.97	Trace-lettres penchés, plein, 14,0 mm
115.4.98	Trace-lettres penchés, plein, 20,0 mm
115.4.99	Gabarit pour l'écriture
115.4.100	Caractères à transférer extra legeres, 28 points
115.4.101	Caractères à transférer extra legeres, 36 points
115.4.102	Caractères à transférer extra legeres, 42 points
115.4.103	Caractères à transférer moyennes, 28 points
115.4.104	Caractères à transférer moyennes, 36 points
115.4.105	Caractères à transférer moyennes, 42 points
115.4.106	Caractères à transférer tracage, 36 points
115.4.107	Caractères à transférer tracage, 42 points
115.4.108	Caractères à transférer italiques, 28 points
115.4.109	Caractères à transférer italiques, 36 points
115.4.110	Caractères à transférer italiques, 42 points
115.4.111	Caractères à transférer gras, 28 points
115.4.112	Caractères à transférer gras, 36 points
115.4.113	Caractères à transférer gras, 42 points
115.4.114	Lignes à transférer
115.4.115	Symboles à transférer
115.4.116	Fleches à transférer
115.4.117	Cercles avec chiffres à transférer
115.4.118	Instrument à transfert
115.4.119	Trame feuilles - 50 % à transférer
115.4.120	Trame feuilles - 70 % à transférer
115.4.121	Appareil de composition
115.4.121A	Bande d'écriture transparente
115.4.122	Appareil à etiqueter 6 et 9 mm
115.4.122A	Bande à etiqueter, 6 mm, bleue
115.4.122B	Bande à etiqueter, 6 mm, noire
115.4.122C	Bande à etiqueter, 6 mm, rouge

115.4.122D	Bande à etiqueter, 6 mm, verte
115.4.122E	Bande à etiqueter, 9 mm, bleue
115.4.122F	Bande à etiqueter, 9 mm, noire
115.4.122G	Bande à etiqueter, 9 mm, rouge
115.4.122H	Bande à etiqueter, 9 mm, verte
115.4.123	Appareil à etiqueter 9 et 12 mm
115.4.123A	Bande à etiqueter, 12 mm, bleue
115.4.123B	Bande à etiqueter, 12 mm, noire
115.4.123C	Bande à etiqueter, 12 mm, rouge
115.4.123D	Bande à etiqueter, 12 mm, verte
115.4.124	Plaquettes indicatrices, WC
115.4.125	Plaquettes indicatrices, hommes
115.4.126	Plaquettes indicatrices, dames
115.4.127	Plaquettes indicatrices, handicapes
115.4.128	Plaquettes indicatrices, entrée
115.4.129	Plaquettes indicatrices, sortie
115.4.130	Plaquettes indicatrices, poussez
115.4.131	Plaquettes indicatrices, tirez
115.4.132	Plaquettes indicatrices, parking
115.4.133	Plaquettes indicatrices, vestiaire
115.4.134	Plaquettes indicatrices, ascenseur
115.4.135	Plaquettes indicatrices, téléphone
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115.4.137	Plaquettes indicatrices, lavabo
115.4.138	Plaquettes indicatrices, eau
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115.4.140	Plaquettes indicatrices, fleche à gauche
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115.4.142	Plaquettes indicatrices, fleche en haut
115.4.143	Plaquettes indicatrices, fleche en bas
115.4.144	Machine pour etiquettes autocollantes
115.4.144A	Bande à etiqueter - 19 mm, bleue
115.4.144B	Bande à etiqueter - 19 mm, noire
115.4.144C	Bande à etiqueter - 19 mm, rouge
115.4.144D	Bande à etiqueter - 19 mm, verte
115.4.145	Porte-plaque

115.5.1	Tableau noir à craie
115.5.2	Tableaux noir à craie à surface métallique
115.5.3	Tableau noir à craie sur chevalet
115.5.4	Jeu d'instruments pour tableau à craie
115.5.5	Craie - blanche
115.5.6	Craie - couleurs
115.5.7	Frottoir nettoyeur de tableau à craie
115.5.8	Chevalet de conférence pour blocs papier
115.5.9	Bloc papier pour chevalet de conférence
115.5.10	Jeu de marqueurs feutre
115.5.11	Jeu de symboles magnétiques

115.5.12	Feuilles magnétiques
115.5.13	Jeu de marqueurs feutres pour tableau blanc
115.5.14	Tampon de nettoyage
115.5.15	Boutons magnetiques
115.5.16	Chevalet de conférence avec tableau blanc
115.5.17	Tableau blanc
115.5.18	Panneau de planning semainier - 1-53
115.5.19	Panneau de planning annuel - Jan-Dec
115.5.20	Tableau flanelle
115.5.21	Tableau planning
115.5.22	Tableau d'affichage
115.5.23	Armoire à clés
115.5.24	Porte-étiquette pour clés
115.5.25	Table de dossiers roulante
115.5.26	Armoire garde-robe
115.5.27	Armoire de bureau
115.5.28	Caisse portative
115.5.29	Coffre à clef pour objets de valeur
115.5.30	Coffre fort
115.5.31	Destructeur de documents
115.5.32	Lampe de bureau
115.5.33	Lampe de bureau fluorescente
115.5.34	Lumière et loupe combinées
115.5.35	Bureau d'angle
115.5.36	Bureau
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115.5.38	Armoire
115.5.39	Etagère de bureau
115.5.40	Chaise de bureau
115.5.41	Fauteuil de bureau
115.5.42	Chaise d'étudiant
115.5.43	Chaise - superposables
115.5.44	Chaise avec tablette
115.5.45	Chaise pour salles de conférence
115.5.46	Tabouret
115.5.47	Bureau individuel d'étudiant
115.5.48	Bureau d'étudiant - double
115.5.49	Table pliante portative
115.5.50	Table pour salle de conférence
115.5.51	Armoire de conférence
115.5.52	Miroir avec cadre

115.6.1	Petite photocopieuse
115.6.1A	Toner (pour 115.6.1)
115.6.2	Photocopieuse - moyenne
115.6.2A	Toner (pour 115.6.2)
115.6.2B	Jeu de pieces de rechange et d'entretien (pour 115.6.2)
115.6.2C	Piédestal pour photocopieuse de taille moyenne

115.6.3	Photocopieuse de grande taille
115.6.3A	Toner (pour 115.6.3)
115.6.3B	Jeu de pieces de rechange et d'entretien (pour 115.6.3)
115.6.3C	Piédestal pour photocopieuse de grande taille
115.6.4	Photocopieuse - grande taille avec trieuse
115.6.4A	Toner (pour 115.6.4)
115.6.4B	Jeu de pieces de rechange et d'entretien (pour 115.6.4)
115.6.5	Photocopieuse - grande taille, grande vitesse
115.6.5A	Toner (pour 115.6.5)
115.6.5B	Jeu de pieces de rechange et d'entretien (pour 115.6.5)
115.6.6	Etiquettes d'adresses pour photocopieuse, 70x36 mm
115.6.7	Etiquettes d'adresses pour photocopieuse, 105x36 mm
115.6.8	Transparents pour photocopieuse, clairs
115.6.9	Transparents pour photocopieuse, bleus
115.6.10	Transparents pour photocopieuse, rouges
115.6.11	Transparents pour photocopieuse, verts
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115.6.13	Machine à héliographier à l'ammoniaque
115.6.13A	Revelateur
115.6.14	Machine à héliographier à l'ammoniaque, professionnelle
115.6.14A	Revelateur
115.6.15	Papier héliographique à l'ammoniaque, 30 m, noir
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115.6.17	Papier héliographique à l'ammoniaque, 50 m, noir
115.6.18	Papier héliographique à l'ammoniaque, 50 m, bleu
115.6.19	Duplicateur à l'alcool, manuel
115.6.20	Duplicateur à l'alcool, électrique
115.6.21	Stencils hectographiques à l'alcool
115.6.22	Liquide pour duplicateur à l'alcool
115.6.23	Fluide de correction pour duplicateur à l'alcool
115.6.24	Graveur électronique de stencils
115.6.24A	Stencils électroniques pour grands tirages
115.6.24B	Stencils électroniques pour petits tirages
115.6.24C	Stylets pour graveur électronique
115.6.24D	Filtre au carbone pour coupe-stencils
115.6.24E	Fluide de correction pour stencils électroniques
115.6.25	Duplicateur à stencil
115.6.25A	Encre pour duplicateur à stencils - noire
115.6.25B	Encre pour duplicateur à stencils - rouge
115.6.26	Stencils pour machine à écrire
115.6.26A	Fluide de correction pour stencils de machine à écrire
115.6.26B	Stylet pour l'écriture sur les stencils
115.6.26C	Sous-main pour stencils
115.6.27	Appareil de reproduction offset
115.6.27A	Unité de développement pour appareil de reproduction offset
115.6.27B	Appareil à développer les plaques offset métalliques
115.6.28	Clicheur
115.6.29	Matrice en papier - grands tirages
115.6.30	Matrice en papier - tirages moyens
115.6.31	Matrice en papier - petits tirages
115.6.32	Toner pour clicheur

115.6.33	Révélateur de plaque
115.6.34	Graveur à plaque
115.6.35	Imprimante offset
115.6.36	Imprimante offset à haut rendement
115.6.37	Solution de mouillage
115.6.38	Encre offset, noire
115.6.39	Encre offset, verte
115.6.40	Encre offset, bleue
115.6.41	Encre offset, rouge
115.6.42	Diluant pour vernis
115.6.43	Epaississeur pour vernis
115.6.44	Lavage de blanchets et rouleaux
115.6.45	Regenerateur de blanchets
115.6.46	Liquide à nettoyer les mains

115.7.1	Papier pour machine à écrire - 45 grammes
115.7.2	Papier pour machine à écrire - 70 grammes
115.7.3	Papier pour machine à écrire - 80 grammes
115.7.4	Papier pour duplicateur, blanc
115.7.5	Papier pour duplicateur, rose
115.7.6	Papier pour duplicateur, jaune-clair
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115.3.25	Cinta de maquina de escribir, negra
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115.3.34	Papel carbon - escritura a mano
115.3.35	Stand para manuscrito
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115.3.40	Magnetofono de bolsillo
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115.4.5	Juego de instrumentos de dibujo - tamaño medio
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115.4.40	Papel de dibujo, A3
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115.4.42	Papel de dibujo transparente, A4
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115.4.77	Armario de dibujo
115.4.78	3 juegos de tinta de dibujo
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115.4.80	Tinta de dibujo
115.4.81	Liquido limpiador
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115.4.83	Plantilla para letras - tipo vertical, 1,8 mm
115.4.84	Plantilla para letras - tipo vertical, 2,5 mm
115.4.85	Plantilla para letras - tipo vertical, 3,5 mm
115.4.86	Plantilla para letras - tipo vertical, 5,0 mm
115.4.87	Plantilla para letras - tipo vertical, 7,0 mm
115.4.88	Plantilla para letras - tipo vertical, 10,0 mm
115.4.89	Plantilla para letras - tipo vertical, 14,0 mm
115.4.90	Plantilla para letras - tipo vertical, 20,0 mm

115.4.91	Plantilla para letras - tipo inclinado, 1,8 mm
115.4.92	Plantilla para letras - tipo inclinado, 2,5 mm
115.4.93	Plantilla para letras - tipo inclinado, 3,5 mm
115.4.94	Plantilla para letras - tipo inclinado, 5,0 mm
115.4.95	Plantilla para letras - tipo inclinado, 7,0 mm
115.4.96	Plantilla para letras - tipo inclinado, 10,0 mm
115.4.97	Plantilla para letras - tipo inclinado, 14,0 mm
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115.4.101	Letras y numeros de calcomania, extra-ligeras, 36pt
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115.4.104	Letras y numeros de calcomania, estilo medio, 36pt
115.4.105	Letras y numeros de calcomania, estilo medio, 42pt
115.4.106	Letras y numeros de calcomania, trazo, 36pt
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115.4.108	Letras y numeros de calcomania, itálicas, 28pt
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115.4.113	Letras y numeros de calcomania, estilo cargado, 42pt
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115.4.119	Hojas de trama de calcomania - 50%
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115.4.121A	Cinta transparente
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115.4.122A	Cinta de estampar en relieve - 6 mm, azul
115.4.122B	Cinta de estampar en relieve - 6 mm, negra
115.4.122C	Cinta de estampar en relieve - 6 mm, roja
115.4.122D	Cinta de estampar en relieve - 6 mm, verde
115.4.122E	Cinta de estampar en relieve - 9 mm, azul
115.4.122F	Cinta de estampar en relieve - 9 mm, negra
115.4.122G	Cinta de estampar en relieve - 9 mm, roja
115.4.122H	Cinta de estampar en relieve - 9 mm, verde
115.4.123	Prensa de estampar en relieve - 9 y 12 mm
115.4.123A	Cinta de estampar en relieve - 12 mm, azul
115.4.123B	Cinta de estampar en relieve - 12 mm, negra
115.4.123C	Cinta de estampar en relieve - 12 mm, roja
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115.4.124	Letreros, WC
115.4.125	Letreros, caballeros
115.4.126	Letreros, señoras
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115.4.128	Letreros, entrada
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115.4.130	Letreros, empuje
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115.4.133	Letreros, guardarropa
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115.4.144	Maquina de estampado de signos en relieve
115.4.144A	Cinta para estampado en relieve - 19 mm, azul
115.4.144B	Cinta para estampado en relieve - 19 mm, negra
115.4.144C	Cinta para estampado en relieve - 19 mm, roja
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115.5.1	Pizarra para tiza
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115.5.5	Tiza - blanca
115.5.6	Tiza - de color
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115.5.8	Pupitre de conferenciante con blocs de papel
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115.5.10	Juego de marcadores de punta de fieltro
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115.5.19	Tabla de planificacion, enero-diciembre
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115.5.22	Tablero de anuncios
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115.5.25	Stand para archivador
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115.5.28	Caja para pequeños valores
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115.5.30	Caja fuerte de seguridad
115.5.31	Maquina desfibradora
115.5.32	Lampara de escritorio
115.5.33	Lampara fluorescente de escritorio
115.5.34	Lampara con lupa
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115.5.37	Estanteria para libros
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115.5.49	Mesa - portatil
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115.6.3	Fotocopiadora - tamaño grande
115.6.3A	Pigmento colorante (para 115.6.3)
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115.6.4	Fotocopiadora - tamaño grande con clasificadora
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115.6.6	Etiquetas con direccion para fotocopiadora, 70x36 mm
115.6.7	Etiquetas con direccion para fotocopiadora, 195x36 mm
115.6.8	Transparencias para fotocopiadora, transparentes
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115.6.21	Plantillas de papel carbonico, alcohol
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115.6.24E	Liquido corrector para electro-plantillas
115.6.25	Multicopista de plantillas
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115.6.26B	Pluma para plantillas
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115.6.27	Camara de proceso
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115.6.28	Maquina de hacer planchas
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115.6.35	Multicopista offset
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115.6.37	Liquido mojador
115.6.38	Tinta offset, negra
115.6.39	Tinta offset, verde
115.6.40	Tinta offset, azul
115.6.41	Tinta offset, roja
115.6.42	Barniz diluyente
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115.7.1	Papel para mecanografia - 45 gm2
115.7.2	Papel para mecanografia - 70 gm2
115.7.3	Papel para mecanografia - 80 gm2
115.7.4	Papel para duplicador

115.7.5	Papel para multicopista de color, rosado
115.7.6	Papel para multicopista de color, amarillo claro
115.7.7	Papel para multicopista de color, verde claro
115.7.8	Papel para multicopista de color, azul claro
115.7.9	Papel para multicopista, A4
115.7.10	Papel para multicopista, A3
115.7.11	Papel para imprenta offset, 70 gm2
115.7.12	Papel para imprenta offset, 85 gm2
115.7.13	Papel para imprenta offset, 100 gm2
115.7.14	Papel para imprenta offset, 120 gm2
115.7.15	Papel de uso multiple
115.7.16	Papel de color, rosado
115.7.17	Papel de color, amarillo claro
115.7.18	Papel de color, verde claro
115.7.19	Papel de color, azul claro
115.7.20	Corta-papel - pequeña
115.7.21	Corta-papel con soporte
115.7.22	Recortadora de papel
115.7.23	Perforadora de agujeros - ajustable
115.7.24	Perforadora automatica de agujeros
115.7.25	Grapadora de pinza
115.7.25A	Grapas - 6 mm
115.7.26	Pistola grapadora
115.7.26A	Grapas - 4 mm
115.7.26B	Grapas - 8 mm
115.7.26C	Grapas - 14 mm
115.7.27	Cosedora gigante
115.7.27A	Grapas - 10 mm
115.7.28	Cosedora electrica automatica - 3 mm
115.7.29	Cosedora electrica automatica - 16 mm
115.7.29A	Grapas - 12 mm
115.7.29B	Grapas - 16 mm
115.7.30	Grapadora
115.7.30A	Grapas - 15 mm
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115.7.31	Cosedora electrica de un cabezal
115.7.31A	Grapas - 18 mm
115.7.32	Aparato para unir bordes
115.7.32A	Bordes de plastico - 4,5 mm
115.7.32B	Bordes de plastico - 6 mm
115.7.32C	Bordes de plastico - 8 mm
115.7.32D	Bordes de plastico - 9,5 mm
115.7.32E	Bordes de plastico - 11 mm
115.7.32F	Bordes de plastico - 12,5 mm
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115.7.32I	Bordes de plastico - 18 mm
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115.7.32K	Cubiertas de encuadernamiento transparentes
115.7.32L	Cubiertas de encuadernamiento laminadas
115.7.33	Termo-unidor de bordes electrico
115.7.33A	Cubierta - 1 mm

115.7.33B	Cubierta - 3 mm
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115.7.33E	Cubierta - 12 mm
115.7.33F	Cubierta - 15 mm
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115.7.35A	Carpetas de plastico para laminacion, A7
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115.7.36	Laminadora para rollos de papel
115.7.36A	Rollo para material de laminacion transparente
115.7.37	Maquina plegadora
115.7.38	Encolador - pequeño
115.7.39	Igulador
115.7.40	Encolador automatico

115.8.1	Maletin - pequeño
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115.8.3	Reloj de pared
115.8.4	Cronografo
115.8.5	Papelera
115.8.6	Bolsas de plastico - 15 litros
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115.8.9	Acarreador de saco de plastico
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115.8.11	Escalera - 3 escalones
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115.8.13	Botiquin
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115.8.15	Casco de proteccion
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115.8.17	Gafas protectoras
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115.8.20	Guantes protectores con reborde de plastico, tamaño medio
115.8.21	Guantes protectores con reborde de plastico, grandes
115.8.22	Guantes protectores, tamaño medio
115.8.23	Guantes protectores, tamaño grande
115.8.24	Zapatos de proteccion
115.8.25	Mono, pequeno
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115.8.28	Cinturon de seguridad
115.8.29	Extinctor de incendios - clase A
115.8.30	Extinctor de incendios - clase A, B, 2 kg
115.8.31	Extinctor de incendios - clase A, B, 6 kg

115.8.32	Extinctor de incendios - clase B, E, 2 kg
115.8.33	Extinctor de incendios - clase B, E, 6 kg
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115.8.36	Hornillo de mesa - dos planchas
115.8.37	Hornillo a queroseno - un quemador
115.8.38	Hornillo a queroseno - dos quemadores
115.8.39	Calentador de agua electrico
115.8.40	Abrelatas manual
115.8.41	Vajilla de plastico
115.8.42	Linterna a queroseno - tipo de presion
115.8.42A	Camisa de seda
115.8.43	Linterna a queroseno - tipo no presurizado
115.8.43A	Mechas, para linternas a queroseno
115.8.44	Saco de dormir
115.8.45	Tienda de campaña para pasar la noche
115.8.46	Refrigerador - 60 litros
115.8.47	Refrigerador - 160 litros
115.8.48	Refrigerador con congelador
115.8.49	Caja refrigeradora
115.8.50	Nevera
115.8.51	Aspiradora
115.8.52	Ventilador de mesa
115.8.53	Ventilador de techo
115.8.54	Acondicionador de aire - 2.5 kWh
115.8.55	Acondicionador de aire - 3.2 kWh
115.8.56	Soplador de aire caliente
115.8.57	Calentador a queroseno
115.8.57A	Mechas, para calentador a queroseno
115.8.58	Linterna electrica
115.8.59	Generador - 300 W
115.8.60	Generador - 1500 W
115.8.61	Estabilizador de voltaje - 1000 W
115.8.62	Estabilizador de voltaje - 2000 W
115.8.63	Bateria standard tipo R6 (IEC)
115.8.64	Bateria tipo alcalino R6 (IEC)
115.8.65	Bateria recargable R6 (IEC)
115.8.66	Cargador universal para baterias
115.8.67	Bateria standard R14 (IEC)
115.8.68	Bateria tipo alcalino R14 (IEC)
115.8.69	Bateria recargable R14 (IEC)
115.8.70	Bateria standard R20 (IEC)
115.8.71	Bateria tipo alcalino R20 (IEC)
115.8.72	Bateria recargable R20 (IEC)
115.8.73	Bateria standard 6F-22 (IEC)
115.8.74	Bateria tipo alcalino 6F-22 (IEC)

ILO	TECHNICAL CO-OPERATION EQUIPMENT AND SUBCONTRACTING BRANCH (EQUIPRO)	EQUIPMENT REQUEST

Date:	Request No.:	Prepared by:	Month and year required:

Project No.: _____

Country: _____

Port of entry: _____

Centre/final destination: _____

Workshop: _____

CTA's name and signature: _____

Name, title and signature of authorised Government official: _____

Proposed mode of transport:

Language of related documentation:

Electricity supply: Single Phase V AC Three Phase V AC Frequency Hz

Request Item No.	Specifications/descriptions	Qty	Remarks "equivalent to ..." e.g. EPG item no.

ILO Form 694 (Rev. 1984)

Request Item No.	Specifications/descriptions	Qty	Remarks "equivalent to ..." e.g. EPG item no.

ILO Form 694(2) (Rev. 1984)

LIST OF ILO EQUIPMENT PLANNING GUIDES

Guide No.	Title	Pages
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8	Carpentry and Joinery	134
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12	Masonry	in preparation
13	Layouts, Space Requirements and Facilities for Classrooms, Laboratories and Workshops	in preparation
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ILO Technical Co-operation Equipment
and Subcontracting Branch (EQUIPRO)
CH-1211 GENEVA 22
Switzerland

Reference: ILO Equipment Planning Guide No. 15
Audiovisual, draughting, office, reproduction
and other ancillary equipment and supplies

The following suggestions are given to improve the guide:

Name:

Institution:

Address:

Signature:

Date: